



# CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

*Cape Winelands District Municipality strives towards rendering a dynamic and effective service to the community under its jurisdiction. As an Employment Equity Employer, we currently offer the following vacancy to appropriately qualified and experienced person.*

## AUDIT AND PERFORMANCE COMMITTEE MEMBER

In terms of section 166 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) suitable qualified candidates are invited to serve as a member of the Audit and Performance Committee of the Cape Winelands District Municipality. The Audit and Performance Committee comprise of experienced individuals with expertise in the areas of auditing, accounting, legal, performance management, IT governance and risk management. The individual must meet the requirements listed below.

### Requirements:

A relevant degree in Financial Management, Accounting, Auditing, Law, Performance Management, Risk Management, Information Technology or any other related university degree and experience related to qualification. Risk Management expertise and experience would be advantageous.

In addition, the following skills, experience, and attributes would be an added advantage:

- Analytical reasoning ability, good interpersonal and communication skills, sound knowledge of local government business and control, good understanding of Performance Management Systems, Corporate Governance including King IV, COSO model and Public Sector Risk Management Framework.
- Exposure in serving on Audit Committees/Oversight Committees.
- Not serving on more than three (3) local government audit committees simultaneously.

**Remuneration:** Any remuneration or fees that are due to the member shall be in accordance with the rates as prescribed by National Treasury.

**Duties:** The high-level duties of the Audit and Performance Committee are as listed in terms of section 166 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), inter alia they include the following:

- Rendering advice to the Municipal Council, the Accounting Officer, Political Office-Bearers and Management staff on matters relating to, internal audit; performance management; risk management; internal financial controls and reporting; accounting policies; effective governance; review of the annual financial statements and other related work in accordance with applicable legislation.
- Compliance with the local government-related legislation.
- Performance evaluation.
- Execution of duties as stipulated in the Audit and Performance Committee Charter.
- Member will be required to attend Audit and Performance Committee meetings at least once per quarter during normal office hours.

**Term of office:** The successful candidate will be appointed for a 3-year period. However, re-appointment not exceeding two terms is possible.

**Closing date for applications:** 02 February 2024 at 15:00

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**APPLICANTS ARE ENCOURAGED TO COURIER THEIR APPLICATIONS TO THE FOLLOWING ADDRESS:**

**STELLENBOSCH OFFICE**

29 Du Toit Street / 46 Alexander Street  
STELLENBOSCH  
7600

**OR HAND DELIVER THEIR APPLICATIONS TO THE FOLLOWING ADDRESSES:**

**STELLENBOSCH OFFICE**

29 Du Toit Street /46 Alexander Street  
STELLENBOSCH  
7600

**PAARL OFFICE**

194 Main Street  
PAARL  
7646

**WORCESTER OFFICE**

51 Trappes Street  
WORCESTER  
6850

**CERES OFFICE**

27 Munnik Street  
CERES  
6835

**ROBERTSON OFFICE**

40 Van Reenen Street  
ROBERTSON  
6705

**MONTAGU OFFICE**

50A Bath Street  
MONTAGU  
6720

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For enquiries, please contact the Chief Audit Executive, Ms. Sharon Green at (021) 888 5301 or [Sharon.green@capewinelands.gov.za](mailto:Sharon.green@capewinelands.gov.za). **Interested individuals should submit a covering letter accompanied by a CV that is 5 pages or less, originally certified true copies of your Identity Document and highest qualifications must accompany your application** for the attention of: The Municipal Manager, Cape Winelands District Municipality, P.O. Box 100, Stellenbosch 7599 in a sealed envelope and endorsed with the relevant post name on the envelope.

**Please note: Applicants who do not submit all the supporting documentation as requested, will not be considered for this position. Receipt of applications will not be acknowledged, and no supporting documentation will be returned.**

**If you do not hear from us within six (6) weeks of the closing date, please regard your application as unsuccessful. The Council reserves the right not to make any appointments. It should be noted that applications that do not adhere to the above mentioned prescriptions will not be considered, neither will late, faxed and / or electronically applications be considered.**

**In the event of any inconsistency between the English, Afrikaans and isiXhosa advertisement, the English advertisement will prevail.**



Canvassing will disqualify a candidate.

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Die Kaapse Wynland Distriksmunisipaliteit strewre na dinamiese en doeltreffende dienslewering aan die gemeenskap binne sy regsgebied. As 'n gelyke indiensneming-werkgewer, beskik ons tans oor die onderstaande vakature vir 'n toepaslik gekwalifiseerde en ervare persoon.

## LID VAN DIE OUDIT- EN PRESTASIEKOMITEE

Ingevolge artikel 166 van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No. 56 van 2003) word toepaslik gekwalifiseerde kandidate uitgenooi om as 'n lid van die Oudit- en Prestasiekomitee van die Kaapse Wynland Distriksmunisipaliteit te dien. Die Oudit- en Prestasiekomitee bestaan uit ervare individue met kundigheid op die gebied van ouditkunde, rekeningkunde, regsgeleerdheid, prestasiebestuur, IT-regeringsbestuur en risikobestuur. Die individu moet aan die ondergemelde vereistes voldoen.

### Vereistes:

'n Toepaslike graad in Finansiële Bestuur, Rekeningkundige, Ouditkunde, die Regte, Prestasiebestuur, Risikobestuur, Inligtingstegnologie of enige ander verwante universiteitsgraad en ervaring wat met die kwalifikasie verband hou. Kundigheid en ervaring in risikobestuur sal voordelig wees.

Verder sal die volgende vaardighede, ervaring en kenmerke 'n bykomende voordeel wees:

- Analitiese redeneervermoë, goeie interpersoonlike en kommunikasievaardighede, grondige kennis van plaaslike regeringsaangeleenthede en -beheer, goeie begrip van prestasiebestuurstelsels, korporatiewe regeringsbestuur insluitend King IV, COSO-model en die Openbare Sektor Risikobestuursraamwerk.
- Blootstelling as 'n lid van ouditkomitees/oorsigkomitees.
- Dien nie terselfdertyd op meer as drie (3) ouditkomitees van plaaslike regering nie.

**Vergoeding:** Enige vergoeding of gelde wat aan die lid verskuldig is, sal volgens die tariewe soos voorgeskryf deur Nasionale Tesourie betaal word.

**Pligte:** Die hoëvlakpligte van die Oudit- en Prestasiekomitee word voorgeskryf in artikel 166 van die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet No. 56 van 2003) en sluit onder die volgende in:

- Advieslewering aan die munisipale Raad, die Rekenpligtige Beampte, politieke ampsdraers en bestuurspersoneel oor aangeleenthede wat verband hou met interne oudit; prestasiebestuur; risikobestuur; interne finansiële kontroles en verslagdoening; rekeningkundige beleide; doeltreffende regeringsbestuur; hersiening van die finansiële jaarstate en ander verwante werk ingevolge toepaslike wetgewing.
- Voldoening aan die plaaslike regering-verwante wetgewing.
- Prestasie-evaluering.
- Uitvoering van pligte soos uiteengesit in die Oudit- en Prestasiekomitee se Handves.
- Daar sal van die lid verwag word om ten minste keer per kwartaal tydens normale kantoorure vergaderings van die Oudit- en Prestasiekomitee by te woon.

**Ampstermyne:** Die suksesvolle kandidaat sal vir 'n tydperk van 3 jaar aangestel word. Heraanstelling wat nie twee termyne oorskry nie, is egter moontlik.

**Sluitingsdatum vir aansoek:** 02 Februarie 2024 om 15:00

**AANSOEKERS WORD AANGEMOEDIG OM HUL AANSOEKE PER KOERIER NA DIE VOLGENDE ADRESSE TE STUUR:**

**STELLENBOSCH-KANTOOR**

Du Toitstraat 29/Alexanderstraat 46  
STELLENBOSCH  
7600

**OF OM AANSOEKE PER HAND BY DIE VOLGENDE ADRESSE AF TE LEWER:**

**STELLENBOSCH-KANTOOR**

Du Toitstraat 29/Alexanderstraat 46  
STELLENBOSCH  
7600

**PAARL-KANTOOR**

Hoofstraat 194  
PAARL  
7646

**WORCESTER-KANTOOR**

Trappesstraat 51  
WORCESTER  
6850

**CERES-KANTOOR**

Munnikstraat 27  
CERES  
6835

**ROBERTSON-KANTOOR**

Van Reenenstraat 40  
ROBERTSON  
6705

**MONTAGU-KANTOOR**

Bathstraat 50A  
MONTAGU  
6720

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Navrae kan gerig word aan die Uitvoerende Oudithoof, me. Sharon Green, by (021) 888 5301 of [Sharon.green@capewinelands.gov.za](mailto:Sharon.green@capewinelands.gov.za). Belangstellende individue moet 'n dekbrief, vergesel van 'n CV van 5 bladsye of minder, oorspronklik gewaarmerkte afskrifte van hul identiteitsdokument en hoogste kwalifikasies stuur aan: Die Munisipale Bestuurder, Kaapse Wynland Distriksmunisipaliteit, Posbus 100, Stellenbosch 7599 in 'n verseëelde koevert waarop die betrokke posnaam aangedui word.

Let wel: Aansoekers wat nie al die stawende dokumentasie, soos versoek, indien nie, sal nie vir hierdie pos oorweeg word nie. Die ontvangs van aansoeke sal erken word, en geen stawende dokumentasie sal teruggestuur word nie.

Indien u nie binne ses (6) weke van die sluitingsdatum van ons gehoor het nie, kan u u aansoek as onsuksesvol beskou. Die Raad behou die reg voor om nie 'n aanstelling te maak nie. **Neem asseblief kennis dat aansoeke wat nie aan die bogenoemde voorskrifte voldoen nie, nie oorweeg sal word nie. Aansoeke wat laat, per faks en/of elektronies ontvang word, sal ook nie in aanmerking geneem word nie.**

In die geval van enige teenstrydigheid tussen die Engelse, Afrikaanse en isiXhosa-advertensie, sal die Engelse advertensie voorrang geniet.

*Gunswerwing sal 'n kandidaat diskwalifiseer.*



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*UMasipala waseCape Winelands uzama ukunika inkonzo eshukumayo nenetsingiselo kuluntu oluphantsi kolawulo lwawo. NjengomQeshi onobuLungisa bomSebenzi sinika kutsha-nje isithuba esilandelayo kumntu o olungele ngokufanelekileyo nonamava.*

## ILUNGU LEKOMITI YOKUSEBENZA NOKUPHICOTHA IINCWADI ZEMALI

Ngokuphathelile kwicandelo le-166 likaRhulumente waseKhaya: UmThetho woLawulo lweMali kaMasipala, wowama-2003 (UmThetho onguNombolo wama- 56 wowama-2003) umgqatswa ofanelekileyo nolungeleyo uyamenywa ukuba asebenze njengelungu leKomiti yokuSebenza nokuPhicotha iiNcwadi zeMali kuMasipala wesiThili saseCape Winelands. IKomiti yokuSebenza nokuPhicotha iiNcwadi zemali iquka abantu abanamava nobuchule kwizifundo zokuphicotha iincwadi zemali, zocalulo-mali, zomthetho, zolawulo lokusebenza, zolawulo lwe-IT nezenkqubo yolawulo lwenqubo. Umntu kufuneka afezekise iimfuneko ezidweliswe ngezantsi.

### **Iimfuneko:**

Isidanga esifanelekileyo kuLawulo lweMali (Financial Management), kuCalulo-mali (Accounting), kuPhicotho-zincwadi zemali (Auditing), kumThetho, kuLawulo lokuSebenza (Performance Management), iNkqubo yoLawulo lweNqubo (Risk Management), ULwazi lweTeknoloji (Information Technology) okanye naso nasiphi isidanga esinxulumene neyunivesithi namava anxulumene nesiqinisekiso. Ubuchule boLawulo lweNqubo namava aya kuba luncedo.

Ukongeza, izakhono ezilandelayo, amava nobunjai buya kuba luncedo olongezelelweyo:

- Ubuchule bokuqinisekisa obucalulayo, ubudlelwane obulungileyo, izakhono zokunxibelelana, ulwazi olufanelekileyo loshishino lukarhulumente wasekhaya nolawulo, ukuqonda okufanelekileyo beziXokelelwano zoLawulo lokuSebenza, uLawulo lweQumrhu ukuquka King IV, indlela ye-COSO neSakhelo soLawulo lweNqubo lweCandelo loLuntu (Public Sector Risk Management Framework).
- Ukutyhileka ekusebenzeni kwiiKomiti zoPhicotho-zincwadi zemali/iiKomiti zobongameli.
- Ukungasebenzeli ngaphezu kwesithathu (3) kwiKomiti yoPhicotho-zincwadi zemali zikarhulumente wasekhaya ngexesha elinye.

**Umvuzo:** Nawuphi umvuzo okanye umrhumo omelwe ukuhlawulwa kwilungu uya kuhambelana nemilinganiselo enjengoko imiselwe liSebe lezeMali leSizwe.

**Imisebenzi:** Imisebenzi ekwinqanaba eliphezulu yeKomiti yokuSebenza nokuPhicotha-iincwadi zemali injengoko idwelisiwe ngokuphathelile kwicandelo le- 166 likaRhulumente waseKhaya: UmThetho woLawulo lweMali kaMasipala, wowama-2003 (UmThetho onguNombolo wama- 56 wowama-2003), phakathi kwezinye izinto kuquka oku kulandelayo:

- Ukunika ingcebiso kwiBhunga likaMasipala, kwiGosa loCalulo-zimali, abaPhathi-ofisi bezePolitiko noLawulo lwestafu kwimicimbi enxulumene nophicotho-zincwadi zemali yangaphakathi; ulawulo lokusebenza; ulawulo lwenqubo; ulawulo lwemali yangaphakathi nokunika ingxelo; iipolisi zocalulo-mali; ulawulo olufanelekileyo; ukuphonononga iingxelo zemali zonyaka nomnye umsebenzi onxulumeneyo ohambisana nomthetho osebenzayo.
- Ukuthobela umthetho onxulumene norhulumente wasekhaya.
- Ukwenza ixabiso.
- Ukwenza imisebenzi njengoko imiselwe kwiNgqesho yeKomiti yokuSebenza nokuPhicotha iincwadi zemali.
- Ilungu kuya kufuneka lihambe iintlanganiselo zeKomiti yokuSebenza nokuPhicotha iincwadi zemali kube kanye kunyangantathu ubuncinane ngeeyure ze-ofisi eziqhelekileyo.

**Ixesha le-ofisi:** Umgqatswa ophumeleleyo uya kuqeshelwe ixesha leminyaka emi-3. Nangona kunjalo ukuphinda kuqeshwe kungagqithi amaxesha amabini amisiweyo mhlawumbi.

Umhla wokuvalwa wesicelo:

02 kweyoMdumba wowama-2024 ngentsimbi ye- 15:00

**ABACELI BAKHUTHAZWA UKUBA BATHUMELE NGEPOSI IZICELO ZABO KWEZI DILESI ZILANDELAYO:**

**I-OFISI YASESTELLENBOSCH**

29 Du Toit Street / 46 Alexander Street  
STELLENBOSCH  
7600

**OKANYE BAHAMBISE IZICELO ZABO KWEZI DILESI ZILANDELAYO:**

**KWI-OFISI YASESTELLENBOSCH**

29 Du Toit Street /46 Alexander Street  
STELLENBOSCH  
7600

**KWI-OFISI YASEPAARL**

194 Main Street  
PAARL  
7646

**I-OFISI YASEWORCESTER**

51 Trappes Street  
WORCESTER  
6850

**I-OFISI YASECERES**

27 Munnik Street  
CERES  
6835

**I-OFISI YASEROBERTSON**

40 Van Reenen Street  
ROBERTSON  
6705

**I-OFISI YASEMONTAGU**

50A Bath Street  
MONTAGU  
6720

Kwimibuzo, nceda uqhagamshelane noMongameli woPhicotho-zincwadi omKhulu uNks/Nksn. Sharon Green at (021) 888 5301 or [Sharon.green@capewinelands.gov.za](mailto:Sharon.green@capewinelands.gov.za). [Abantu abanomdla kufuneka bangenise ileta ekhatshwa yiNkcazo ngoBom nemaphepha ama-5 okanye angaphantsi zikhathswa yikopi yesazisi \(ID\) sakho neekopi zeziqinisekiso/izatifikethi ezizizo eziphakamileyo zokuqala ezifungelweyo. Thathela ingqalelo: zingeniswa kuMunicipal Manager, Cape Winelands District Municipality, P.O. Box 100, Stellenbosch, 7599 ngemvulophu evaliweyo kwaye evunywe ligama leposi efanelekileyo elikwimvulophu.](#)

Nceda uqaphele: Ukuba abenzi bezicelo abangenisi onke maxwebhu axhasayo abasayi kuthathelwa ngqalelo kwesi sikhundla. Ukufunyanwa kwezicelo akusayi kwazisa kwaye akukho maxwebhu axhasaya aya kubuyiswa.

Ukuba ngaba akukho nto uyivayo kuthi kwiiveki ezintandathu (6) zomhla wokuvalwa, nceda ukuthathe oko njengokuba isicelo sakho asiphumelelanga. IBhunga linelungelo lokungezi nalo naluphi uqesho. Kufuneka kuqatshelwe ukuba izicelo ezingahambisani nemiyalelo echazwe ngasentla azisayi kuthathelwa ngqalelo, nezisemva kwexesha, ezifeksiwe okanye zizicelo zombane.

Kwimeko apho kukho ukuguquguquka kwisibhengezo sesiNgesi, sesiBhulu nesesixhosa, isibhengezo sesiNgesi siya koyisa.

*Ukurhwebesha kuya kuthintela umgqatswa Kwimeko apho kukho ukuguquguquka kwisibhengezo sesiNgesi, sesiBhulu nesesixhosa, isibhengezo sesiNgesi siya koyisa.*

*Ukurhwebesha kuya kuthintela umgqatswa.*