

PHYSICAL ADDRESS
PORT ST. JOHNS LOCAL MUNICIPALITY
RF 257 MAIN ROAD
PORT ST. JOHN'S

POSTAL ADDRESS:
P.O. BOX 2
PORT ST. JOHN'S
120



TEL: 047 564 1208
047 564 6700

FAX: 047 564 1206

www.psjmunicipality.gov.za
info@psjmunicipality.gov.za

AUDIT COMMITTEE - ADVERT

INVITATION TO SERVE IN THE PORT ST JOHNS LOCAL MUNICIPALITY AUDIT COMMITTEE

Applications are invited from 5 suitable candidates to serve in Port St Johns Audit Committee with its entity. All suitable candidates with areas of specialization in Accounting/Auditing/Finance Management, Risk Management, Performance Management, Must have Legal and ICT are invited to apply in the Port St Johns Local Municipality Audit Committee shared with its municipal entity, in compliance with the Local Government: Municipal Systems Act, 2000 read with sections 166 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), and Paragraph 14 of the Municipal Planning and Performance Management Regulations.

TERM OF OFFICE AND REMUNERATION

The successful candidates will be appointed for the three-year fixed term and remuneration will be as per fee in the policy approved by Council. Members of the audit committee shall be expected to perform their functions as per the Port St Johns Local Municipality 'Audit Committee Charter'.

REQUIREMENTS

Minimum requirements:

- A grade 12/Matric qualification
- Candidates must be in possession of a relevant three-year degree/qualification in Accounting / Auditing / Financial Management / Risk Management / Performance Management / Governance/ Administration / Law/Legal field or Information and Communications Technology
- Code EB Driver's licenses
- Must have experience of serving eight (8) audit committees
- Members must possess experience in serving in Audit Committees or similar oversight role for a minimum of 2 years



Port St. John's Local Municipality

Other recommended abilities

Due to the nature of the appointments and per the guidelines of MFMA Circular 65, applicants should demonstrate:

- Leadership qualities
- Integrity, independence and dedication
- Adequate understanding of Local Government and/or public sector environment.
- Good communication skills, analytical ability and independent judgement
- Willingness to add value to the Port St Johns Local Municipality.
- Adequate understanding of the external and internal audit function, risk management and corporate governance principles.
- Free of any business interests or other conflicts of interest with Port St Johns Local Municipality and Port St Johns Development Agency.
- Membership in good standing with a professional body shall serve as an advantage.
- Legislative sector, public and private sector experience, good governance & financial management experience, understanding the role of the Legislature, its operations, experience in risk management practices, understanding internal controls, understanding GRAP reporting, understand the role of internal and external auditors and understand performance management system.

Ke responsibilities:

The Audit Committee will undertake responsibilities as detailed in the Municipal Systems Act, 2000 read with sections 166 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), and Paragraph 14 of the Municipal Planning and Performance Management Regulations, Audit Charter and Audit Plans. The Members will serve for the period of three years from the effective date of appointment. Members will be remunerated for attendance of Committee meetings in accordance with tariffs determined by the Council.

Appointments to the Audit Committee are at the sole discretion of the Council of Port St Johns Local Municipality and first preference will be given to female candidates. The successful candidates will be serving the PSJLM for the period of **Three years, but also subject to council's discretion.**

ENQUIRIES

Enquiries related to the above should be directed to: The Acting Municipal Manager: swana@psjmunicipality.gov.za and mngxekana@psjmunicipality.gov.za

CLOSING DATE:

The closing date for applications: 12 December 2025 at 15h00.

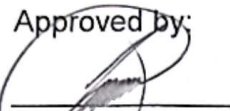
Applications must be accompanied by a Detailed Curriculum Vitae, certified copies of qualifications, ID and driver's license. Applications must be addressed to the Municipal Manager clearly marked 'Application to serve in the Audit Committee' and submitted to the following address: -

Hand delivery to Port St Johns Local Municipality, No. Erf 257 Main road, Port St Johns or by post to P.O. Box 2, Port St Johns Local Municipality, Port St Johns, 5120 or email to: erecruitment@psjmunipality.gov.za by no later than the 12 December 2025 at 15h00.

LATE, FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED.

The Council of Port St Johns Local Municipality reserves the right to cancel or not to make an appointment. Canvassing of Councilors and staff with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.

Approved by:


Mr. S. Wana
Acting municipal Manager

21/11/2025
Date

