



NOTICE 148 OF 2023

INVITATION TO SERVE AS A MEMBER OF THE FINANCIAL MISCONDUCT DISCIPLINARY BOARD OF OUDTSHOORN MUNICIPALITY

In terms of Chapter 2 of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, (Government Gazette No. 37682, of 30 May 2014), Oudtshoorn Municipality wishes to establish an independent advisory body that will assist Council with the investigation of allegations of financial misconduct and provide further steps to be taken regarding disciplinary proceedings. In furtherance hereof, the Oudtshoorn Municipality hereby invites applications from suitably qualified persons to be appointed, on a part-time basis, to a Financial Misconduct Disciplinary Board.

(A) MINIMUM REQUIREMENTS	
Requirements	<p>Relevant Tertiary Qualification in one of the following fields:</p> <ul style="list-style-type: none"> • Law • Administration and Governance (i.e., Internal Audit, Risk Management, IT, Human Resources, Planning) • B Com or a Degree in Accounting • Fraud Investigation and or Forensic Audit
(B) REGULATION 4(5) DISQUALIFIES THE FOLLOWING PERSONS	
Regulation 4(5)	<ul style="list-style-type: none"> • A person who has been convicted of an offence in terms of this regulation or any other legislation, • A person who, whether in the Republic or elsewhere has been convicted of theft, fraud, forgery, the uttering of a forged document or any offence of which dishonesty is an element, • A person who has at any time been removed from any office of trust on account of misconduct or dishonesty, • An accounting officer of a municipality or municipal entity, • A political office-bearer or member of the board of directors of a Municipal Entity; and • A person who is an office-bearer in a political party.
(C) DUTIES AND RESPONSIBILITIES	
	<p>To investigate allegations of financial misconduct in the Municipality:</p> <ul style="list-style-type: none"> • To monitor the institution of disciplinary proceedings against the alleged transgressors in the Municipality,



Duties and Responsibilities	<ul style="list-style-type: none"> To advise Council and the Municipal Manager on matters relating to financial misconduct in the municipality and advise on the appropriate consequence management. To be an independent body that assists the Council with investigations of allegations of financial misconduct and provides recommendations regarding the procedure to be followed henceforth. To report on agreed intervals, to the Mayor, Council and Municipal Manager on findings, sanctions and recommendations regarding disciplinary matters involving financial misconduct. To offer support to law enforcement organisations and follow-up on disciplinary misconducts that would ordinarily translate to criminal matters and report to the Mayor, Council and Municipal Manager on their status.
(D) REMUNERATION	
Remuneration	The members of the Board will be remunerated in accordance with the prescripts and guidelines published by National Treasury.
(E) TERM OF OFFICE	
Term of Office	The term of office of the Board shall be for a period of three (3) years.

Applications must be on the official application form of the Oudtshoorn Municipality and a covering letter accompanied by a comprehensive *curriculum vitae* and certified copies of qualifications and identity documents (not older than three (3) months) as well as particulars of at least three contactable references, must be submitted to **HR Manager: Transformation & Development, Department Corporate Services, P.O. Box 255, Oudtshoorn, 6620 (submit applications to Recruitment & Selection section), Oudtshoorn Municipality, Voortrekker Road, Oudtshoorn. Application forms can be downloaded from our website, www.oudtshoorn.gov.za.**

CLOSING DATE: 21 July 2023 at 12:00



Please Note: Canvassing will result in automatic disqualification. If you have not been contacted within 30 working days after the closing date of this advertisement, you may assume that your application was unsuccessful. *Curriculum vitae* will not be returned. Council will make appointments in line with its employment equity plan and also reserves the right not to make an appointment. No applications sent via e-mail or fax will be considered.

**MR W HENDRICKS
MUNICIPAL MANAGER**

Date published: 06, 07 & 08 July 2023.