

## FIXED TERM CONTRACT

### VACANCY CIRCULAR: 001/2020

1. Interested applicants are invited to apply for the positions listed in the advertisement / circular.
2. The Metropolitan Trading Company reserves the right not to make an appointment.
3. Applications, which have not been responded to within 6 weeks of closing date, should be regarded as unsuccessful.
4. Appointments will be made in accordance with The MTC Employment Equity Policy and People with Disabilities are encouraged to apply.
5. The Metropolitan Trading Company is an equal opportunity employer.
6. Finalization of the appointments to be within 4 months from the closing date of the advertisement.

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**PUBLICATION DATE: 08 MARCH 2020**

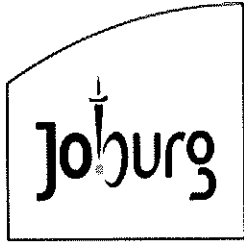
**CLOSING DATE: 21 MARCH 2020**

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PP N. (NT) 3

**MARIA NCUBE**

**MANAGEMENT SUPPORT EXECUTIVE**



## **FIXED TERM CONTRACT**

<b>Department:</b>	<b>Metropolitan Trading Company (MTC)</b>
<b>Position:</b>	<b>Chief Internal Auditor</b>
<b>Salary Range:</b>	<b>Market Related Salary</b>
<b>Division or Cluster:</b>	<b>Department of Economic Development</b>
<b>Reports to:</b>	<b>Chief Executive Officer</b>
<b>Workplace:</b>	<b>Braampark</b>

### **BRIEF BACKGROUND OF METROPOLITAN TRADING COMPANY:**

Metropolitan Trading Company (MTC) is an entity owned by the City of Johannesburg Metropolitan Municipality (the City) tasked with operating Johannesburg Broadband Network (JBN).

The aim of the JBN is to ensure the availability of affordable broadband connectivity throughout the City, which will support socio-economic development through accelerated growth, expanded productivity leading to enhanced quality of life for all. JBN is also aimed to lower the City's own operating costs whilst increasing access to telecommunications services

for residents in the City. This will stimulate economic development in the City, reduce ICT costs and provide available broadband access to the industry.

The primary objectives of MTC are:

- To increase the competitiveness of existing businesses within the City.
- Increase the usage and penetration of high- speed broadband connectivity.
- Facilitate the growth and development of new and existing Information and Communication Technology (ICT) businesses.
- Improve the marketability of the City as an investment destination.
- Increase and accelerate access to the benefits of internet-based communication to achieve digital inclusion.
- Reduce the operating costs to the City and improve service delivery.

MTC is currently embarking on a recruitment process for the purposes of capacitating its resources to enable seamless operations.

#### **Educational Requirements and Experience**

- Degree in internal Auditing/ B Com, Postgraduate degree at NQF Level 8 and CIA,
- CA (SA) will be an added advantage
- 5 years of experience in similar role
- Valid membership of the Institute of Internal Auditors.
- Extensive knowledge and understanding of risk, control and auditing methodologies
- Good communication, interpersonal, presentation, and conflict resolution skills
- Computer literate.
- A valid driver's license is essential

#### **Duties and responsibilities**

- Design, develop and direct the organisation's strategic internal audit vision, direction and objectives and develop a governance, risk and compliance framework.
- Proactively identify the risk profile of the organisation, in terms of threats and opportunities and mitigate the risks by designing and implementing programmes.
- Develop and design internal audit manuals, policies, associated plans, methodologies, tools and techniques aligned to IIA Standards.
- Establish and facilitate the use of appropriate internal audit methodologies, tools and techniques.
- Engage with all stakeholders to manage governance, risk and compliance.

- Establish, maintain and ensure continuous monitoring of processes to improve organisational controls.
- Assist in the investigation of significant suspected fraudulent activities within the organisation and notify management and the Audit & Risk Committee of the results.
- Take overall responsibility for tracking of open internal and external audit findings within the organisation.
- Capacitate staff to deliver the objectives of the department
- Ensure adherence to financial budget allocation.

**For further information relating to Job Description and Specification, interested applicants can contact:**

**Contact Person:** Nomsa Ntezo

**Tel No:** (011) 032 - 0250

**A comprehensive CV, certified copies of your Qualifications and certified ID copy should be emailed to: [hrexec2@mtc.joburg.org.za](mailto:hrexec2@mtc.joburg.org.za)**

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