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SENIOR MANAGER: AUDIT RISK, PMS AND COMPLIANCE

Department: Johannesburg Tourism Company (JTC)
Branch: Audit Risk, PMS and Compliance
Designation: Senior Manager: Audit Risk, PMS and Compliance
Remuneration: R79 386.55 pm (basic salary, excluding benefits)
Location: Sandton

Minimum Requirements:

- Grade 12 plus Degree in Internal Auditing, Accounting or related field at NQF level 7;
- Minimum of ten (10) years' experience in an internal audit environment of which at least five (5) years should be at management level in internal audit and risk and compliance services environment. This should encompass a minimum of three (3) years as the head of internal audit and at least two (2) years overseeing risk and compliance services.
- Code 08 (B) Driver's License

Primary Function:

The position is accountable for building institutional capacity in risk management by developing an appropriate risk management framework and providing support and guidance to implement the framework. The position role is to lead and manage all process relating to the effective monitoring and regulation of governance, risk and compliance within Johannesburg Tourism Company. In Addition is accountable for the overall functioning of the Internal Audit Function within the company so that the audit fulfils the purpose, role and responsibilities as established in the Audit Charter. The position work role is to head the Internal Audit Unit within Johannesburg Tourism Company and strategically managing, developing, maintaining, and implementing audit measures to minimise risk while ensuring maximum compliance with applicable legislation and regulations within the Johannesburg Tourism Company.

Key Performance Areas:

- To provide leadership and strategic direction in the unit;
- Management / Administrative responsibilities;
- Human Resources Management;
- Leadership and Strategic direction in risk and compliance services
- Risk and compliance management;
- Manage governance and Compliance process;
- Risk and Compliance reporting;
- Combined and Integrated assurance.

Leading Competencies:

- Computer Literacy – MS Office Applications (especial Ms Word, Power Point and Excel)
- Programme and project management
- Leadership and management ;
- Strategic thinking ;
- Analytical thinking;



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- Conceptual;
- Problem solving;
- Good Communication,
- Financial management

Core Competencies:

- Knowledge and understanding of audit processes and procedures ;
- Knowledge and understanding of risk and compliance processes and procedures;
- Knowledge of good governance policies, practices and directives including the King's reports;
- Knowledge of all relevant legislation, policies and procedures;
- Knowledge and understanding of monitoring and evaluation;
- Knowledge and understanding of project management systems and processes;
- Applied understanding of:
 - The statutory and regulatory requirements regarding performance monitoring, evaluation & reporting;
 - Framework for Managing Programme Performance Information
 - New Framework for Strategic Plans & Annual Performance Plans.
 - Business Acumen;
- Understand the use and application of audit tool or equivalent audit and risk electronic system/s used in auditing, in order to:
 - Ensure the quality of the data
 - Set access levels & authorise data corrections
 - Maintain the integrity of the system; and
 - Identify/specify required system design changes to match the operational process & reporting requirements;.

“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender, and disability.”

Please take note that only online applications will be considered. Please apply by using the following link below:

<https://share-eu1.hsforms.com/1ZPjnCYa1SXS4v8yGLtdzUQew554>

APPLY ONLINE VIA THIS LINK: www.joburg.org.za



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ENQUIRIES ONLY:

Contact Person: Thato Apols
Tel No: 068 235 9181

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CLOSING DATE: WEDNESDAY, 27 AUGUST 2025

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation and
- Employment record verification,
- Criminal check, and
- Identity validation.