



City on the move

Suitably qualified persons are invited to apply for appointment in the following positions

**1. OFFICE OF THE CITY MANAGER  
ANTI-FRAUD AND CORRUPTION SUB-DIRECTORATE  
1.1 MANAGER: ANTI-FRAUD AND CORRUPTION**

**Qualifications:**

Relevant Degree/Diploma or Equivalent Qualification.

**Experience:**

At least ten (10) years experience in a Law Enforcement Environment of which 5 years should be related to investigations.

**Core description:**

The successful candidate will be responsible for the following functions:

- Manage and investigate all activities of Fraud & Corruption in Mangaung Local Municipality (MLM).
- Report all incidence or suspected incidence of Fraud & Corruption to the General Manager (GM).
- Report to GM the monitoring and evaluation Integrity Standards; (Abuse against Council Property, Code of Conduct, etc).
- Development of Periodic Report on an Effective Monitoring Functionality of Anti-Fraud & Corruption System/Measure/Processes.
- Advising the GM on Anti-Fraud & Corruption Measures Implemented by the institution.
- Conducting Preliminary Investigation on Fraudulent Activities.
- Liaise with Legal Department via the GM for settlement with guilty parties.
- Liaise with other Law Enforcement Agencies on matters of Anti- Fraud & Corruption via the GM.
- Developing and implementing Internal Anti- Fraud & Corruption Policies/Strategies.
- Initiate Corrective/Disciplinary Steps in case of non adherence with reference to prosecution and other processes. (Assist HR with regard to investigations and also giving evidence where needed during Disciplinary Hearing).
- Facilitate Anti- Fraud & Corruption Awareness & Programs.
- Evaluate and improve Anti- Fraud & Corruption Measures and Procedures.
- Implement Preventative Anti- Fraud & Corruption Measures.
- Manage and Minimize Fraud & Corruption.
- Ensuring Adherence to Policies & Procedures of Anti- Fraud & Corruption.

**SALARY GRADE:** 004

## 1.2 ASST COMP INVST// COMPLIANCE INVST// SNR COMPLIANCE INVESTIGATOR (TWO (2) POSTS)

### **Qualifications:**

Relevant Degree/Diploma or Equivalent Qualification.

### **Experience:**

At least three (3) years experience in a Law Enforcement Environment of which 2 years should be related to investigations.

### **Core description:**

The successful candidate will be responsible for the following functions:

- Investigate total Anti-Fraud & Corruption activities in Mangaung Local Municipality (MLM).
- Report all incidence or suspected incidence of Anti-Fraud & Corruption to the Manager: Anti-Fraud & Corruption.
- Report all abuse against Council Property, Code of Conduct, etc).
- Development of Periodic Report on an Effective Monitoring Functionality of Anti-Fraud & Corruption System/Measure/Processes.
- Conducting Preliminary Investigation on Fraudulent Activities.
- Liaise with Legal Department via the GM for settlement with guilty parties.
- Liaise with other Law Enforcement Agencies on matters of Anti- Fraud & Corruption via the GM.
- Implementing Internal Anti- Fraud & Corruption Policies/Strategies.
- Initiate Corrective/Disciplinary Steps in case of non adherence with reference to prosecution and other processes. (Assist HR with regard to investigations and also giving evidence where needed during Disciplinary Hearing).
- Facilitate Anti- Fraud & Corruption Awareness & Programs.
- Improve Anti- Fraud & Corruption Measures and Procedures.
- Implement Preventative Anti- Fraud & Corruption Measures.
- Investigate and Minimize Fraud & Corruption in MLM.
- Ensuring Adherence to Policies & Procedures of Anti- Fraud & Corruption.
- Conducting Covert Operations.

**SALARY GRADE:** 008//007//006

## 2. INFRA-STRUCTURAL SERVICES SOLID WASTE MANAGEMENT SUB-DIRECTORATE 2.1 SENIOR CLEANSING INSPECTOR (BOTSHABELO AREA)

### **Qualifications:**

Grade 12 and Code EB drivers licence

### **Experience:**

Two years (2) experience within the Solid Waste environment. Supervisory experience will serve as an added advantage.

**Core Description:**

The successful candidate will be responsible for the following functions:

- Supervision of inspectors and sub-ordinates
- Day to day operational functions
- Control of equipments and assets
- Chairing of meetings
- Liaise and interact with public
- Liaise with other departments

**Additional Requirements:**

- Computer literacy
- Good communication skills
- Good human relations

**SALARY GRADE: 009**

---

The closing date in respect of all positions will be **28 May 2010**. Applicants, who wish to be considered for a post, must post/e-mail/submit their applications and completed, detailed and comprehensive CV's and certified copies of their certificates directly to the address indicated below. The relevant telephone number can be contacted for more information.

Please note that if you do not receive any correspondence from this organisation regarding your application within 30 days after the closing date of this advertisement, you should regard your application as unsuccessful.

**GM: Human Resource Management**

**P.O. Box 3704**

**BLOEMFONTEIN**

**9300**

Telephonic Enquiries : 051 – 405 8517 OR e-mail: [employ@civic.mangaung.co.za](mailto:employ@civic.mangaung.co.za)

**We thank all applicants for their interest**