



EXTERNAL ADVERTISEMENT

INTERNAL AUDITOR

NOTICE NO:131/2021

Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes and Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

Remuneration: TASK GRADE 11 OF A CATEGORY 2 LOCAL AUTHORITY

R 278 849.00 – R 361 066.00 PER ANNUM (excluding Council 's benefits)

JOB PURPOSE:

The internal Auditor will control and coordinates deliverables/outputs associated with the Internal Audit function through provision of independent, objective assurance and consulting activities designed to add value and improve an organization's operations; bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

MINIMUM ESSENTIAL REQUIREMENTS AND EXPERIENCE

- Grade 12 plus B. Degree in Accounting or Internal Auditing
- Professional designation such as Certified Internal Auditor (CIA), Professional Internal Auditor (PIA), Internal Audit Technician (IAT), and other relevant professional designation.
- Membership of the IIA
- Three (3) years' experience in internal audit

- Computer Literacy
- Code EB driving license

KEY PERFORMANCE AREAS

- Conducting internal audit in accordance with the standards set by the IIA.
- Gathering and analyzing information for provision of advice, counsel, and opinions regarding the municipality's efficiency and effectiveness in risk management; internal control; corporate governance and performance management.
- Coordinating the development of internal audit charter and compilation of the final draft for submission to manager: internal audit and audit committee.
- Implementing the internal audit charter and developing progress reports.
- Implementing internal audit plan and/or risk-based internal audit plan annually based on the assessment of risks and exposures that may affect the municipality.
- Coordinating development of a strategic audit plan through following the logical process as entailed in the National Treasury Internal Audit Framework
- Submitting operational internal audit plan to the management for review prior to approval by the audit committee.
- Reviewing operational internal audit plan to reflect amendments; changing priorities and emerging audit needs.
- Conducting risk-based audits focusing on the high-risk areas and concentrating on adherence to existing key internal controls
- Conducting cyclical audits focusing on certain medium to lower risk areas, in order to achieve general or specific improvements in the control environment or culture.
- Implementing considered and approved ad-hoc requests from management flowing from the written authorized charter and with the approval of the audit committee.
- Advising the supervisor on ad-hoc requests against the planned audits prior to deciding whether or not to accept the requests.
- Conducting follow-up audits to ensure that all findings are responded to.

KEY COMPETENCIES REQUIRED FROM ALL APPLICANTS

- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Ability to effectively supervise, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives;
- Ability to maintain the high-quality standards while achieving desired outcomes and results;
- Good organizational and administrative skills, communication skills and problem-solving skills will be an added advantage;
- Report writing skills;
- Be able to work under stressful environment
- Must be prepared to work overtime.

APPLICABLE BENEFITS

- Medical Aid, Pension, Housing Subsidy and 13th Cheque

The closing date for submission of applications is Friday, 10 December 2021 and no late, emailed and faxed applications will be accepted. Application packs must reach us by 12 noon.

APPLICATION PROCESS

Any individual who wishes to apply for this position **must** complete and submit the Senqu Local Municipality application form obtainable from our website www.senqu.gov.za, together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID and driver's license. An application pack which contains all the above-mentioned documents must be submitted to the under mentioned address.

This Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made with these policy considerations.

Appointment will be subject to appropriate reference and qualification checks as well as security vetting.

Canvassing and/or lobbying of Councillors and officials will not be accepted and non-compliance thereof shall immediately disqualify an applicant.

Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful.

A successful candidate will be expected to sign a Performance Agreement.

Please note that Council reserves the right not to fill the position.

CONTACT PERSON

All enquiries should be directed to the Human Resources Directorate *on* - telephone 051 603 1300/1306 *during working hours* or mokokat@senqu.gov.za

MR M.M YAWA

MUNICIPAL MANAGER

SENQU MUNICIPALITY

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Lady Grey

9755

File no: 4/3/2/1

15/11/2021