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OFFICE OF THE DIRECTOR GENERAL

Manager: Regularity Audit

Salary: 569,538 per annum (all-inclusive remuneration package) Ref. S170/2015 Pretoria

Purpose of this position: To advise on the process of the Regularity Audit, and provide inputs to Audit plan pertaining to stakeholders in NT, ASB, CBDA and GTAC in accordance with the Regularity Audit methodology.

Requirements:

- A relevant Post Graduate /Diploma Degree in Accounting / Internal Auditing. A Certified Internal Auditor (CIA) or CA (SA) will be an added advantage.
- 4 to 6 years' experience in the internal audit environment of which at least 3 years should be at managerial level.
- Knowledge of Internal Audit Methodologies, Fundamentals and Principles.

Key outputs:

- Initiate awareness of Internal Audit practices pertaining to Regularity Audit through stakeholder engagement.
- Execute plans on guidelines in the completion of operational activities.
- Liaise, co-coordinate, establish and build relations with stakeholders on audit related matters.
- Provide inputs or recommendations to the Audit Committee on improvements of processes.
- Manage all Regularity Audits and perform quality assurance.
- Provide inputs to the review of the annual risk assessment.
- Contribute to the development and alignment of the 3 year rolling audit plan and annual Regularity Audit plan based on the strategic and operational risks.
- Provide advice and guidance on Regularity Audits and propose solutions for improvement.
- Oversee completion of Regularity Audits and the findings register.
- Perform quality assurance of all Regularity Audit reports prior to submission.
- Provide feedback and clarity to the client on reports, and technological matters.
- Develop resources to delivery and I achieve on priorities.
- Develop the training plan for Regularity Audit.
- Perform resource allocation and prioritization across Regularity audit projects.
- Keep abreast of global trends, new developments in the Regularity Audit environment.
- Identify areas for improvement on Audit Strategy, Regularity Audit Methodology and Resource Plan for continuity.
- Manage the Regularity Audit reporting processes.
- Assist with the development of the audit committee supporting documents.
- Present Regularity Audit reports to clients.
- Provide feedback on the progress against the approved Regularity Audit plan.

Closing date: 23 October 2015 at 12:00. No late applications will be accepted.

The National Treasury is an equal opportunity employer and encourages applications from women and the disabled in particular. Our buildings are accessible to disabled persons.

Only applications accompanied by a completed Z83 form will be considered with a comprehensive CV and copy of the ID. Certified copies of qualifications will only be requested and accepted from shortlisted candidates.

Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to the Recruitment Administrator: National Treasury, Private Bag X115, Pretoria 0001 or e-mail: recruit.odg@treasury.gov.za

Qualifications and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). If you have not received