

EXTERNAL ADVERTISEMENT

Ubuhlebezwe Local Municipality invites applications for suitably qualified candidates for appointment to the following position:

OFFICE OF THE MUNICIPAL MANAGER

MANAGER: INTERNAL AUDIT (RE- ADVERTISEMENT)

SALARY SCALE: R589 547.63 Per Annum (All Inclusive)

Minimum Requirements

- Grade 12 Certificate
- Bachelor's Degree in Commerce, with Financial Accounting/ Auditing/ Internal Auditing as a major
- 3 years' experience in the auditing field
- Supervisory experience in the auditing field will be an added advantage
- Interpersonal relations and communications skills
- Project management skills
- Report writing skills
- High standards of honesty, objectivity, diligence and loyalty
- Financial management skills
- A good understanding of GAA/GRAP and IIA standards
- An adequate understanding of the MFMA and Risk Management
- Computer literacy
- A valid driver's licence

Key performance Areas:

- Plan the audit scope, including designing audit plans and programmes
- Document all relevant systems
- Identify risk and controls and undertake process analysis
- Prepare the risk profile of clients
- Decide on audit samples
- Perform and supervise detailed testing of systems
- Evaluate test results and design an effective control environment for all audits
- Prepare draft reports
- Ensure the effectiveness of the audit team
- Present risk analysis and audit assignments to Senior Management
- Manage, train and develop internal auditors
- Interpret the objectives of the unit and execute action plans
- Monitor and report on effective execution of those plans
- Provide advice and assurance services to the clients (departments within the municipality)
- Monitor efficient and effective utilisation of resources and daily performance of audit assignments
- Control and report on expenditure on audit assignments
- Identify staff training and development requirements

- Ensure sound relationships exist between auditors and client management

Ubuhlebezwe Municipality is an equal opportunity, affirmative action employer.

A signed letter of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of certificates and Identity Document, must be forwarded to: The Municipal Manager, P. O. Box 132, Ixopo 3276 by not later than 16h30 on 25 September 2018. Faxed applications will not be accepted. If you do not hear from Council within 30 days of the closing date, please consider your application as unsuccessful. All enquiries should be directed to the HR Officer, Ms B Nondabula at (039) 834-7700.

Council reserves the right not to make any appointment into the above mentioned position.

**GM SINEKE
MUNICIPAL MANAGER**