NTABANKULU LOCAL MUNICIPALITY

EXTERNAL ADVERT

Applications are invited from suitable qualified candidates for the following position:

MUNICIPAL MANAGER'S OFFICE

MANAGER INTERNAL AUDIT - TG 16

Annual Salary: R487 314.00 excluding benefits

Minimum Requirements:

- Matric and an appropriate Bachelor's Degree or NQF level 7 qualifications in Auditing/Accounting or
- Internal Auditing.
- 4 years' experience in Audit Environment
- Must be a member of Institute of Internal Auditors South Africa (IIASA)
- Knowledge of the International Standards for Professional Practice of Internal Auditing
- Understanding of Local Government Environment
- Computer literacy
- Studying towards Certified Internal Auditor will be an added advantage
- Registered with the Institute of Internal Auditors South Africa
- Valid driver's licence

Key Performance Areas:

Reporting administratively to the Municipal Manager and functionally to the Audit and Performance Committee. The incumbent shall be responsible for the following amongst the other:

- Develop and Implement a risk based internal audit plan
- Provide administrative support to the Audit Committee and Risk Committee
- Oversee the unit and work of junior auditors for quality and compliance to methodology and IIA standards.
- Evaluate effectiveness and adequacy of internal controls, risk management and governance processes
- Provide assurance services to Accounting Officer and Management
- Participate in the Audit Planning process including the responsibility for assessing the most effective spread of audit activity
- Create audit file prior to start of audit and maintenance thereof.
- Compile project schedule before start of engagement plan (for each assignment to be conducted)
- Interpret legislation and audit standards
- Perform the audits as scheduled in the approved annual internal audit plan
- Compiling internal audit reports in preparation for Audit Committee Meetings
- Champion and monitor the implementation of the risk management strategy and plans of the municipality.

To apply for the above positions send:

The application covering letter, accompanied by a detailed CV, originally certified copies (not older than 3 months) of academic qualifications, copy of an identity document and driver's license where applicable. The shortlisted candidates may be subjected to security and reference check. Failure to comply with the above request will lead to disqualification of your application. Ntabankulu Local Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation **(race, gender and disabilities)** in the municipality. The municipality reserves the right not to fill the advertised position/s, if feels not satisfied with the candidates. If candidates do not receive communication from the municipality within **30 days** from the closing date of the advert consider your application unsuccessful. Applicants shall be penalized for canvassing the municipal employees or any stakeholder for appointment. All appointed applicants shall be based in Ntabankulu Local Municipality main site.

Please forward all applications to:

L. Nonyongo, The Municipal Manager, Ntabankulu Local Municipality, Private Bag x 504, Ntabankulu, 5130. Or applications may be hand delivered to the Municipal HR Office, at Erf. 85 Main Street Ntabankulu.

Faxed or emailed applications will not be considered.

NB: The position in the advert was internally advertised, those who applied are therefore advised to reapply.

Closing date: 01 April 2020 at 15H30. Enquiries must be directed to S.N. Ntlahla (Director Corporate Services) at 039 258 2422/063 681 6825.

Issued by:

L. Nonyongo
Municipal Manager