



VACANCY

REFERENCE NR	:	EII_03_2024
JOB TITLE	:	Executive: Internal Audit
JOB LEVEL	:	E5
SALARY	:	Market Related
REPORT TO	:	Managing Director
DIVISION	:	Executive Internal Audit
DEPT	:	Executive Internal Audit
LOCATION	:	SITA Erasmuskloof, Pretoria
POSITION STATUS	:	5 years Fixed term contract

Purpose of the job

To direct and lead the planning and conducting of technical, operational, financial, governance, forensic investigations and compliance audits at SITA with selected policies, procedures and regulations to evaluate and increase efficiency and/or effectiveness of the internal audit control systems to promote good corporate governance towards achieving SITA's mission and vision.

Key Responsibility Areas

- Lead the development and implementation of the internal audit strategy and annual audit plan, and Divisional Balanced Scorecard in accordance with the acceptable audit standards.
- Consolidate, prepare and present to Exco and the Audit Risk and Compliance Committee (ARCC) factual audit reports on significant findings and recommendations, audit activities and progress against the annual audit plan in line with the audit cycles as approved by the Board/ARCC.
- Promote an institutional environment and practice that ensures achievement of unqualified annual audits from the Auditor-General. Ensure effective internal audit practice for all procurement activities including conducting probity audits (tender reviews).
- Test, investigate, report on and make recommendations on fruitless and wasteful expenditure.
- Contribute to ethical performance of the organisation, including by conducting preventative investigation reviews on high risk items to minimise fraud and corruption (e.g. lifestyle audits, early warning audits) and report to Exco and relevant Board committees on same.
- Research, acquire and maintain audit software, tools, and resources to support and assist the Internal Audit function to perform its responsibilities effectively and efficiently.
- Effectively lead and manage the division's operational processes.

Qualifications and Experience

Minimum: Postgraduate: degree (Honours level) (NQF level 8) in Business, Finance, Accounting or relevant field and a relevant professional qualification e.g. (CIA, CASA, CISA).

Experience: At least 12 years professional experience in the audit or accounting field, of which at least 8 years should be in a senior management role in a large organization or professional service firm.

Technical Competencies Description

Thorough understanding of the principles and application of good corporate governance, business and operational risk and control processes and procedures Knowledge of relevant standards and regulations in all jurisdictions in which Government institutions operates Understanding of various and relevant legislations. Knowledge of finance and accounting systems and practices. Professional Standards for the Practice of Internal Auditing. Internal Audit Principles. Project management.

Other Special Requirements

N/A.

How to apply

Kindly forward your CV to: Lwandiso.recruitment@sita.co.za stating the position applying for and the relevant reference number

Closing Date: 19 March 2024

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.
- CV's sent to incorrect email address will not be considered.