

# NALA LOCAL MUNICIPALITY



## VACANCY: MANAGER – INTERNAL AUDIT

APPLICATIONS ARE INVITED FROM SUITABLE CANDIDATES TO FILL THE ABOVE-MENTIONED VACANCY IN THE OFFICE OF THE MUNICIPAL MANAGER

**ANNUAL SALARY:** R523 516 p.a excluding fringe benefits – TASK GRADE 15

**MINIMUM REQUIREMENTS:**

Degree / Diploma in Internal Auditing / B Com with completed articles specialising in Internal Auditing / IAT qualification. Code B Driver's license

Proficiency in at least 2 of the official languages of the Free State (read, write & speak)

Good supervision, management, human relations, interpersonal and communication skills

Ability to give attention to detail; High level of responsibility; Ability to work under pressure

**KEY PERFORMANCE AREAS:**

- Develop and Implement a risk based internal audit plan
- Provide administrative support to the Audit Committee and Risk Committee
- Oversee the unit/ work of juniors for quality and compliance to methodology and IIA standards.
- Evaluate effectiveness/ 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 & monitor the implementation of our risk management strategy and plans

**HOW TO APPLY:** Please forward your application covering letter, accompanied by a detailed CV and originally certified copies of certificates to:

**The Municipal Manager, NALA LOCAL MUNICIPALITY, P/Bag X15, BOTHAVILLE, 9660 OR Hand-deliver to Municipality HR Office, Bothaville, 8 Preller Street, Free State.**

**NB: Faxed and e-mailed applications will not be considered.** The shortlisted candidates may be subjected to security and reference check. It is our intention to promote representation (race, gender and disabilities) in the municipality. The municipality reserves the right not to fill this vacancy. 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. The municipality is an equal opportunity affirmative action employer.

**Closing date:** Friday, 07 October 2022 at 16:15. Enquiries to be addressed to Mr. K.J. MOKOLUTLO (Manager: Human Resources) at 056 514900



**S LEHLOENYA**  
**MUNICIPAL MANAGER**