DEPARTMENT OF DEFENCE

APPLICATIONS : Department of Defence, Internal Audit Division, Private Bag X910, Pretoria, 0001 or may be hand delivered at Armscor Building, c/o Nossob and Boeing Street, Erasmuskloof, Pretoria.

CLOSING DATE : 15 April 2019 (Applications received after the closing date and faxed copies will not be considered).

NOTE : The advertisement(s) contained herein is/are meant for the attention/perusal of all interested job seekers, whether they are serving employees/officials of the DOD/Public Service, unemployed persons or persons employed outside the Public Service. Persons not employed by the DOD/Public Service are encouraged to apply for the vacancies advertised in this circular. Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service department), which must be originally signed and dated by the applicant and which must be accompanied by a detailed CV (with full particulars of the applicants’ training, qualifications, competencies, knowledge & experience) and clear certified copies of original educational qualification certificates, ID document and Driver’s license (where applicable). Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record-, citizenship- & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules.

MANAGEMENT ECHELON

POST 12/05

DIRECTOR: CORPORATE AUDIT REF NO: 18/2019
Two (2) Year Contract

SALARY : R1 005 063 per annum (Level 13) (all-inclusive salary package)

CENTRE : Internal Audit Division, Eco Glades 1 Block Aries, 70 Ribbon Grass Rd, Highveld, Centurion, Pretoria

REQUIREMENTS : A relevant degree or equivalent qualification (NQF Level 8). Degree or National Diploma in Internal Auditing and Finance. Post graduate qualification in the auditing and or finance field. CIA or CGAP and Completed Articles will be an advantage. Experience: Six (6) years credible and applicable experience in financial management, financial accounting and auditing. Five (5) years management experience of which it should have in middle management experience. Membership of the Institute of Internal Auditors is recommended. Skills: Auditing skills. Strategic management and strategic planning skills. Well-developed communication (written and verbal) skills. Problem solving, Financial Administration and networking skills. Computer literate. Organisational skills. Good inter-personal relations, Interviewing skills, analytical and research skills. Knowledge: Extensive knowledge of Auditing, knowledge of government policies.
Knowledge of government and the Department of Defence (DOD) prescripts.
Project Management and Total Quality Management.

**DUTIES**

The successful incumbent will amongst others be responsible for the following:
Provision of independent and objective corporate audit service. Review DOD
operations and systems and check compliance thereof. Ensure compliance with
internal audit policies. Liaise with relevant stakeholders. Develop, monitor and
manage the Department’s audit universe. Identify and evaluate risk exposures
relating governance, risk management and control processes. Coordinates a Risk
Register upon which plans will be developed. Developing a risk-based annual audit
plan to determine the priorities of the Department. Developing and record a plan
for each engagement, including the scope, objective, timing and resource
allocations. Train and develop staff, lead and guide audit teams on engagements.
Perform Quality Assurance on all audit work carried out.

**ENQUIRIES**

Mrs Adri Rocher Tel No: 012 649 1065

**NOTE**

This post is advertised in the DOD, broader Public Service and Media