

## INTERNAL AUDITOR

A vacancy exists in South African Tourism for an Internal Auditor position based in Sandton, reporting to the Senior Internal Auditor. If you are passionate about auditing, governance and compliance and possess the required qualifications and skills, then we invite you to apply for this exciting position.

### RESPONSIBILITIES:

- Planning on regular and common aspects of individual audit assignments
- Data and trend analysis for input into individual audit assignments
- Support internal audit operations including systems and policy implementation
- Prepare/design audit working papers following the prescribed internal audit methodology, policies and procedures
- Record/document audit work performed, test results, recommended improvements and preliminary conclusions
- Raise findings in line with test results
- Present completed audit work to senior internal auditors for first line of review and consolidation
- Clearing review notes and finalising allocated work in the Internal Audit system
- Conduct ad hoc review in support of Internal Audit management requirements
- Conduct investigative services and provide internal audit management with report on factual findings
- Conduct follow up audits to assess whether solutions agreed upon between internal audit and management are being implemented and report deviations where required

### MINIMUM REQUIREMENTS:

- A relevant BCom/National Diploma: Auditing/Accounting
- Certified Internal Auditor (CIA) - (advantageous)
- 1-3 years' experience in accounting or a related field - extensive knowledge of Internal Auditing standards and Best Practices
- Up to date registration with the Institute of Internal Auditors (IIA) will be an advantage
- Knowledge and understanding of all relevant legislation and regulations that govern the Public Service including the PFMA, Treasury Regulations, the Public Service Act, the Labour Relations Act, The Division of Revenue Act (DORA) etc.
- Knowledge of the International Standards for the Professional Practice of Internal Auditing (ISPIAs)
- Knowledge of the King IV Report



- Previous experience on Computer Assisted Auditing Techniques (CAATs) will be an advantage
- Knowledge of Public Service systems and best practices
- Experience in an International Organisation would be an advantage

**QUALITIES:**

- Analysis and problem solving
- Attention to detail
- Innovation
- Planning and organising
- Strategic analysis
- Excellent written and verbal communication skills with stakeholders
- Team player
- Confidentiality
- Customer service

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Please send your detailed C.V : [oceo@southafrica.net](mailto:oceo@southafrica.net)

**CLOSING DATE** : **16 January 2018**

**Please specify the title of the position in the subject field.** Failure to comply, will result in your application not being considered. Should you have not heard from us within two weeks after submitting your application, kindly consider your application unsuccessful.

**NO LATE APPLICATIONS WILL BE ACCEPTED**