

The South African Weather Service (SAWS) is a Section 3(a) public entity under the Ministry of Forestry, Fisheries, and the Environment (DFFE) and is governed by a Board. The organisation is an authoritative voice for weather and climate related services in South Africa and is a member of the World Meteorological Organisation (WMO) to fulfil a range of international obligations of the government. South African Weather Service (SAWS) strives to be a Weather and Climate Centre of Excellence providing innovative solutions to ensure a weather-smart region, sustainable development, and economic growth.

The South African Weather Service (SAWS) is therefore seeking to appoint an efficient and enthusiastic person to undertake the role of:

Senior Internal Auditor

Salary total package: Negotiable

(Ref. WS04/022022)

Centre: Centurion

Job Summary:

Reporting to the Chief Audit Executive, the Senior Internal Auditor's responsibility is complete the implementation of the Internal Audit plan through undertaking Internal Audit Assignments.

Key Performance Areas:

Conduct Audit planning

- Document the audit system descriptions and provide walk through of system descriptions
- Conduct the risk and control Matrix
- Document detailed audit programs to satisfy the scope and objectives of the assignment
- Assist with conducting opening meetings with Management.

Execute Audit Programmes:

- Conduct audit tests as per approved audit programme.
- Documenting detailed working papers and obtain adequate supporting documentation for audit exceptions raised.

- Provide conclusion for all working papers.
- Complete review notes raised by the Chief Audit Executive/Internal Audit Manager.
- Update challenges timely to Chief Audit Executive for resolutions.
- Perform Follow-up Audits on previous Internal Audit/AG Findings.
- Liaison with management to obtain management responses and action plans.

Audit Reporting:

- Finalise audit assignments (Draft Audit Report) for review by the Chief Audit Executive on time, ensuring the accurate reflection of finding details and recommendations on reports
- Attending Audit closing meetings with Management.
- Complete audit's on time and within budget.

Stakeholder Management

- Maintain relationship with Auditees.
- Client satisfaction Surveys to be completed at the end of each audit.
- Attendance of Staff Meetings
- Maintain relationships with Auditees.

Required Minimum Education/Training:

- Bachelor's Degree/Diploma in Internal Audit or related field.
- Studying towards a Post Graduate Degree/Diploma will be an added advantage.

Required Minimum Work Experience:

- At least 3 - 4 years' experience in internal audit.
- Experience in performing Public Sector Internal Audits will be an added advantage.

Technical and Behavioural Competencies Required:

- Knowledge and understanding of PFMA/Treasury Regulations
- Maintain professional Independence

Please Note:

Register as user on our website using this link: <https://www.weathersa.co.za/home/vacancies> to apply for the above position and upload your (Comprehensive CV with certified copies of qualifications).

Enquiries for the above-mentioned positions must be directed to: Ms Thembisa Bixa, at Tel. (012) 367 6208.

Closing Date: 15 February 2022

Preference will be given to People living with disabilities in line with SAWS EE targets. This is an EE position and preference will be given to females, Africans, Indians and Coloureds (AIC). Correspondence will be limited to short listed candidates only. Candidates who have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. The South African Weather Service is an equal opportunity employer.

Record Reference	HCM-ADVERT- WS04/022022
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