

UNIVERSITY OF SOUTH AFRICA

**DEPARTMENT: INTERNAL AUDIT
DIRECTORATE: INTERNAL AUDIT**

**POSITION: AUDIT MANAGER (P6)
(MUCKLENEUK CAMPUS)**

(REF: INTERAUD/AUDMAN/P6/2022)

To provide assurance to the University of South Africa (Unisa) management and Council regarding the adequacy and effectiveness of controls implemented and manage day-to-day operations and lead a team of Internal Auditors.

Minimum Qualifications/ Requirements

- B Com Honours (Internal Auditing/Accounting)
- CA(SA) who qualified in an audit environment

Experience

- Minimum of 6 years' experience in Auditing, of which a minimum of 2 years in a team management/supervision
- Experience in review and or preparation of Annual Financial Statements
- Experience in review organizational AFS in line with IFRS/GAAP/PFMA

Recommendations

- Certified Internal Auditor (CIA)/ Certified Information Systems Auditor (CISA) OR equivalent combination of education and job-related experience would be advantageous.
- Knowledge of Continuous Controls Monitoring would be advantageous

Behavioural and Managerial

- Leading and deciding-takes control and exercises leadership. Initiates action gives direction and takes responsibility.
- Adapting and coping- adapts and responds well to change. Manages pressure effectively and copes well with setbacks.
- Interacting and presenting- communicates and networks effectively. Successfully persuades and influences others. Relates to others in a confident and relaxed manner.
- Organising and executing- plans ahead and works in a systematic and organised way. Follows directions and procedures. Focuses on customer satisfaction and delivers a quality service or product to the agreed standards.
- Analysing and interpreting- shows evidence of clear analytical thinking. Gets to the heart of complex problems and issues. Applies own expertise effectively. Quickly takes on new technology. Communicates well in writing.

Duties

- Operational Management, Planning and Alignment
- Internal Auditing
- Operational Efficiency and Financial Sustainability
- People Management
- Governance and Reporting

Assumption of duty : As soon as possible.

Salary : Remuneration is commensurate with the seniority of the position

Closing date : **19 August 2022**

Enquiries: (012) 429 2801 – Ms M Chetty (HR Staffing & Client Services)

Applications can be emailed to chettm@unisa.ac.za

- Vacancies can be viewed on <http://www.unisa.ac.za/vacancies>
- The completed prescribed application form must be accompanied BY COMPREHENSIVE CURRICULUM VITAE and ORIGINAL certified copies (within the previous six months) of;
 - all educational qualifications,
 - academic transcripts/records;
 - identity document; and
 - proof of SAQA verification of [foreign qualifications](#) (if applicable)
- **The contact details of three contactable references must be provided, one of which must be from your present line manager.**
- **The prescribed application form (APPLICATION FOR A PERMANENT ADMINISTRATIVE OR PROFESSIONAL POST) is obtainable from the above-mentioned website.**
- **UNISA is not obliged to fill an advertised position.**
- **Late, incomplete and incorrect applications will not be considered.**
- ***Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation.***

We welcome applications from Persons with Disabilities



All applications should reach UNISA before 16h00 on the closing date.

Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.

**Approve
Chairperson:
Mr L Lingani**