



**POST: Assistant Manager: Internal Audit**

**CENTRE:** HEAD OFFICE MAHIKENG

**SALARY:** R527 781 pa.

**REF NO:** NWHC 09/24

**Requirements:** Matric certificate and a National Diploma in Internal Auditing; Internal Audit Technician (NQF 7). 3 years Internal Audit Articles and 4 years' experience in Internal Audit of which 2 years must be on a Supervisory level.

**Competencies:** Knowledge of quality assurance process pertaining to the internal audit activity to monitor and assess the overall effectiveness of the activity; Knowledge of the IIA (Institute of Internal Auditors) Standards and its quality assurance processes and requirements; Knowledge of risk-based planning methodology used in internal auditing; Experience in applying control frameworks; In-depth knowledge of the Public Finance Management Act (PFMA), National Treasury Regulations and other applicable laws and regulations; Planning and Management Skills; Operational and Strategic leadership; Excellent communication skills both verbal and written; Interviewing and investigation skills.

**Key responsibilities:** Manage the executing of the Audit as per the approved audit plan. Carry out the internal audit field work as per internal control plan/activities. Ensuring compliance with and improvement of policies, acts, procedures, etc. Coordinate audit and develop action plans. Assist the Entity in formulating the audit improvement plan both for AG and PIA. Evaluate entity internal control systems, including Auditor- General or Provincial Internal Audit gaps identified during the audit. Assist Internal Audit Manager in developing Three- year Risk- Based Plan and Annual Internal Audit Plan for approval by Audit & Risk Committee. To assist in the overall functioning of the Internal Audit Unit so that it can fulfil its purpose, authority and responsibility as established in the Internal Audit Charter. Evaluating the adequacy and effectiveness of systems of internal control, risk management and governance processes and provides management with constructive, cost-effective recommendations to improve operations.

**Enquiry:** Ms. L. Menoe (018-381 5029)

The North West Housing Corporation is an equal opportunity employer. Preference would be given to candidates from the designated groups in line with the employment equity. NWHC reserves the right not to fill the advertised position should there be no suitable candidate identified. Candidates with foreign qualifications are responsible for the evaluation of their qualifications by SAQA. Candidates that **meet the outlined requirements** should forward your application letter and a comprehensive CV, certified copies of qualifications and ID document quoting the relevant reference number to: **RecruitmentAMIA@nwhc.co.za**. No hand or post applications will be accepted. Please note that correspondence will be limited to short-listed candidates. Applications received after the closing date will not be considered.

**Closing date: 28 January 2025 at 16:30**