



treasury

Department:
Treasury
PROVINCE OF KWAZULU-NATAL

PERFORMANCE AUDIT SPECIALIST (3 YEAR CONTRACT)

R697 011 per annum

KZNPT 18/71

PURPOSE: To provide performance audit services in the province in line with legislative mandates.

REQUIREMENTS: A 3 year NQF level 7 BCom or B Compt degree (with Accounting and auditing a majors) or a 3 year NQF level 6 National Diploma with majors in Internal Auditing/Accounting or related field. A minimum of 3 years' experience in an Internal/External Auditing environment. A valid driver's license and in the case of people living with disabilities who cannot personally drive, the ability to meet work related travel commitments.

KEY RESPONSIBILITIES: Develop and revise plans, methodologies, policies and procedure manuals for performance audits for the province based on the results of the provincial risk assessments. Implement performance audit projects, policies, methodologies and procedure manuals. Provide value adding recommendation to improve the provincial institutions performance and monitor and report on the implementation thereof. Develop and implement training, development and support programmes on areas of performance auditing and governance to provincial departments and public entities Maintain relationship with client management and internal and external stakeholders. Prepare reports on performance audit activities to the relevant stakeholders.

COMPETENCIES, KNOWLEDGE AND SKILLS: Knowledge of the Constitution, Public Finance Management Act and Treasury Regulations, Public Service Regulatory Framework, Standards for Professional Practice of Internal Auditing, General Recognised Accounting Principles, Generally Accepted Accounting Principles, MTEF budget compilation and analysis, Performance Auditing techniques, Enterprise Risk Management, Team Mate Audit System. Verbal and written communication abilities, problem solving, analytical and numeracy, auditing and report writing, quantitative method tools, good interpersonal relations, research, report writing, project planning and management, change management, time management, policy analysis and development, statistical and quantitative analysis, financial management, people management, strategic planning, chairing of meetings, computer skills: Excel, Word, PowerPoint, Internet and intranet.

Enquiries: Mr K Lamola (033) 897 4258

Closing date: 21 December 2018.

The Department will conduct reference check with the HR section of current and/or previous employers apart from the referees listed.

Successful candidate will be subjected to security screening prior to employment.

Targeted: African Females, African Males and persons with disabilities who meet the requirements.

The Department will conduct reference check with the HR section of current and/or previous employers apart from the referees listed.

Please note that candidates will be subjected to security screening prior employment. Onus is on the applicant to obtain and submit their foreign qualifications verified with SAQA. Non-South African citizens or permanent residency holders must submit documentary proof together with their applications

Applicants are encouraged not to submit registered applications as the department will not be held responsible for late and non-collection of those applications.

The KwaZulu-Natal Provincial Treasury is an equal opportunity, affirmative action employer. As such, it is our intention to promote and uphold representativity in the Department in terms of race, gender and disability.

Applications must be submitted on the prescribed application form, Z83, available from any Public Service Department and must be accompanied by comprehensive Curriculum Vitae, originally certified copies of qualifications (inclusive of senior certificate), ID, academic record/transcript and driver's license. Where an applicant has lost a qualification certificate, ID or driver's license, proof of application for temporary replacement and/or

affidavit explaining the loss must be attached. Applicants must provide original service records for all relevant experience, job description, and letter from the respective Human Resources for occupying acting positions. Applications that do not comply with these instructions will not be considered.

It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful.

It is regretted that due to the large volume of applications received, it is not possible for the Department to acknowledge receipt of every application received and that only those that participate in the final selection processes (interviews) are notified of the outcome

Applicants, quoting the correct reference number must be forwarded to: The Head of Department, Provincial Treasury, and Directorate: Human Resource Management P.O. Box 3613, PIETERMARITZBURG, 3200 for the attention of Ms SL Ngema.