



INTERNAL AND EXTERNAL ADVERTISEMENT

Gauteng Enterprise Propeller (GEP) is Schedule 3C Provincial Public Entity established under the auspices of the Department of Economic Development with a view to provide non-financial support; financial support; and co-ordinate stakeholders for the benefit of SMMEs in the Gauteng province

THE GEP INVITES INTERESTED AND SUITABLY QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING POSITION:

Position: Audit Manager

1. Purpose of Position:

The Audit Manager will be responsible for providing direction and leadership in the Internal Audit Function by providing independent and objective assurance that the controls, governance and risk management frameworks and practices within the GEP are adequate and effective to manage the related risks within the acceptable risk limits in an effective, efficient and economical manner in line with the IIA standards, GAAP standards, GRAP standards and other related standards. This position will report directly to the Head of Risk & Audit – of which in turn reports administratively to the CEO and functionally to the Audit and Risk Committees.

2. Key Responsibilities for the Position:

- Develop, manage and implement the Audit Coverage Plans;
- Develop, manage and implement the Internal Audit Strategy;
- Develop, manage and implement the Internal Audit Methodology and Quality Assurance Review (QAR);
- Develop, manage and implement the Combined Assurance Model;
- Manage Internal Audit Administration and Human Resources, including Interns;
- Manage multiple projects and multiple teams;
- Assist in developing an independent risk profile of GEP for audit purposes;
- Assist in detecting Fraud of Corruption;
- Liaise with internal and external stakeholders;

3. Minimum Requirements:

- A degree in Internal Auditing, Auditing, Finance or auditing related field. A post graduate degree in auditing, accounting, finance, or a related field and a driver's license will be an advantage;
- Certified Internal Auditor (CIA) or Chartered Accountant (CA)SA, or Registered Government Auditor (RGA). Person studying towards these qualifications will also be considered.
- A minimum of 5 years' direct experience in an audit environment of which three years must be in a supervisory or management level;
- Membership with the Institute of Internal Auditors of South Africa (IIASA) or South African Institute of Chartered Accountants (SAICA) or other related Institute;
- An intimate understanding of GEP as an organization together with an appreciation of its strategic and operational environment and stakeholder relations;
- Knowledge of audit procedures, including planning, techniques, tests, and sampling methods involved in conducting audits and of the requirements set forth in the Standards for the Professional Practice of Internal Auditing.
- Thorough of knowledge of computer-oriented accounting and auditing, compliance audits, performance of information audits, various public sector laws and regulations such as PFMA, financial sector regulations, principles, practices and King IV Report on Corporate Governance;
- Demonstrate ability to gather, interview, analyse, and evaluate facts/sensitive information, and prepare and present concise oral and written reports;
- Ability to work with multiple projects, multi task and project management skills;
- Ability to understand group dynamics and behaviour and contribute to building a cohesive knit team;
- Flexible and pro-active individual, with high level of integrity; and
- A firm, confident, committed, flexible, pro-active, solution-driven, self-motivated and result driven individual.

4. Competencies (Knowledge, Skill and Attitudes)

- In-depth knowledge of GAAP guidelines, GRAP and PFMA.
- Strong background and experience with Audit Methodologies and techniques.
- Prior success conducting External and/ or Internal Audits.
- Ability to build relationships while asking tough questions.
- Excellent written and oral Communication ability.
- Strong time management and organizational skills.
- The ability to maintain high ethical standards both personally and professionally.
- Shows honesty and fairness when dealing with others.

Please forward detailed, updated CV accompanied by a cover letter relating how your experience matches the position.

GEP advocates for equal opportunities. Previously disadvantaged individuals and people with disabilities are encouraged to apply. Kindly note that full background checks will be done on successful candidates. Suitable applicants must e-mail detailed, updated CVs to: **recruitment@gep.co.za**, with subject being the position applied for, by no later than 20 October 2017. Note that candidates who have not been contacted within 30 days of the closing date must consider their applications unsuccessful.