

UNIVERSITY OF SOUTH AFRICA

APPLICATIONS ARE HEREBY INVITED FROM THE FOLLOWING CATEGORIES OF CURRENT EMPLOYEES/WORKERS AT UNISA:

- PERMANENT EMPLOYEES:
- FIXED TERM EMPLOYEES:
- TEMPORARY EMPLOYMENT SERVICES (TES)
- EMPLOYEE/APPLICANT WHO, AT THE TIME OF THE ADVERTISEMENT WAS ACTIVE IN ONE OR ANY CATEGORY OF EMPLOYMENT MENTIONED ABOVE WITHIN THE UNIVERSITY

APPLICANTS ARE REQUESTED TO STATE THE DEPARTMENT TO WHICH THEY ARE CONTRACTED.

**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