



FRANCES BAARD

DISTRICT MUNICIPALITY / DISTRIKSMUNISIPALITEIT
MASEPALA WA SEDIKA / U MASEPALA WE SITHILI

Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and the pursuit of excellence in service delivery. The municipality has the following vacancy:

ADVERTISEMENT

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER
VACANCY: INTERNAL AUDIT INTERNSHIP PROGRAMME (1 X POSITION)

Ref. no: 13/19

Remuneration: R 100 000.00 (all-inclusive package)
Two-year employment contract

Requirements: National Diploma in Internal Auditing or Accounting. Knowledge of the standards for the professional practice in Internal Auditing and strictly abiding to the code of ethics in promoting the image of internal auditing and the municipality. The candidate must have an excellent analytical, creative thinking, independent and innovative ability. The ability to maintain good relations with clients and willingness to travel within the District. The programme is aimed at unemployed graduates.

Internship overview: The internship programme is a structured professional training and work experience programme with the goal of providing high quality training and practical exposure in all aspects of internal audit and the underlying reforms. The programme has a logical training sequence that builds on the skills and competencies acquired during university training.

Key performance areas: Conduct audits of processes, systems and procedures and analysing processes to check for compliance, conformity and relevance. Obtaining evidence by extracting information and/ or documents relating to the process and/ or observing work sequence to assess procedural application. Comparing evidence against procedures and systems to establish occurrences of deviations. Compiling the audit programme detailing audit procedures and tests. Identifying weaknesses in the system or procedure referring to specific observations of applications or information elicited through interviews or analysis. Compiling series of findings with respect to the audit process for discussion with the supervisor. Formulating recommendations to address system and procedural weaknesses. Submitting and discussing the series of findings with the immediate superior for preparation of draft reports. Monitoring the implementation and effectiveness of the action plans by the auditees. Carrying out administration function relating to day to day office administration.

Appointments will be made according to the municipality's employment equity policy and affirmative-action practices. The completion of application forms is mandatory and must be accompanied by detailed and comprehensive curriculum vitae and is to be accompanied by certified copies of ID and qualifications. Applications should be forwarded to the following postal address: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300 or hand delivered to: 51 DRAKENSBERG AVENUE, CARTERS GLEN, KIMBERLEY.

Application forms are available from the municipal office and/or may be downloaded from the municipal website; www.francesbaard.gov.za. Enquiries can be directed to: Mrs. Pulane Matsitse/Ms. Lesedi Thomas, Tel: 053-838 0912/911.

Note: Designated groups, including people living with disabilities, are particularly encouraged to apply.

FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED

Successful candidates will be subjected to a compulsory reference and validation checks. Should you not receive any response from us within 30 days of the closing date, please consider your application as unsuccessful. The District Municipality reserves the right to make no appointments.

Closing Date: 14 May 2019

MUNICIPAL MANAGER, MS ZM BOGATSU