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:

RE-ADVERTISEMENTMENT
Applicants who applied previously must re-apply

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

Ref. no: 22/26

Remuneration: R100 000.00 per annum (all-inclusive package)
Two Years employment contract

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 and further aims to provide an opportunity for experiential learning to unemployed graduates who were never on an internship program before in line with the national guidelines.

Requirements: National Diploma in Internal Auditing/Accounting. Knowledge of the standards for the professional practice in Internal Auditing and the code of ethics developed by the institute of Internal Auditors. 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.

Key performance areas: Conducts Audits of processes, systems and procedures, by requesting specific records and relating to the functional area for the purposes of the audit. Analyzing system applications and performing audit tests to check for conformity and consistency. Obtaining evidence, 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 and forwarding for approval and discussion on the implementation. Preparing reports detailing outcomes/ observations of completed audits, by referring to working papers and compiling a schedule of findings with respect to the audit process. Identifying weaknesses in the system or procedure referring to specific observations of applications or information elicited through interviews or analyses. Formulating recommendations to address system and procedural weaknesses. Submitting and discussing the schedule of findings with the immediate superior prior to preparing draft reports. Correcting specific inclusions of the draft and resubmitting for approval and compilation of final reports. Monitoring the implementation and effectiveness of the approved. Recommendations through consultation with the functional area and comparative studies of processes.

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 originally certified copies of ID and qualifications not older than 3 months.

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. The District Municipality reserves the right to make no appointments.

Closing Date: 04 December 2026

MUNICIPAL MANAGER, MS ZM BOGATSU