

The South African Nursing Council (SANC) is the body entrusted to set and maintain standards of nursing education, training and practice in the Republic of South Africa. It is an autonomous, financially independent, statutory body, initially established by the *Nursing Act, 1944 (Act No. 45 of 1944)*, and currently operating under the *Nursing Act, 2005 (Act No. 33 of 2005)*. The SANC currently has the following vacancy, and candidates that meet the requirements as provided are invited to apply.

<u>DEPARTMENT</u>	: INTERNAL AUDIT AND RISK MANAGEMENT
<u>POSITION</u>	: SPECIALIST: INTERNAL AUDIT
<u>REFERENCE NUMBER</u>	: SIA/001/03/2023
<u>REMUNERATION</u>	: R721 264,96
<u>TERMS OF APPOINTMENT</u>	: PERMANENT
<u>CLOSING DATE</u>	: 31 MARCH 2023

MINIMUM REQUIREMENTS:

- Grade 12.
- A 3-year National Diploma qualification in Internal Auditing or Accounting Science or relevant qualification.
- 5 years' experience in Internal Auditing field within corporate organisation, public sector or state-owned entities/ organ of state.
- Registration with the relevant professional body (IIASA).
- Valid Driver's license.

ADDED ADVANTAGE REQUIREMENTS:

- More than 5 years' experience in Internal Auditing field within corporate organisation, public sector or state-owned entities/ organ of state.
- A Degree qualification in Internal Auditing or Accounting Science or relevant qualification.
- Internal Audit Technician/ Professional Internal Auditor/ Certified Internal Auditor.



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REQUIRED KNOWLEDGE

- Internal Audit processes.
- Utilisation of TeamMate Audit Management Software.
- International Financial Reporting Standards and generally accepted professional accounting principles and practices.
- Understanding of risk management and corporate governance in a public sector environment.
- Understanding of financial management, laws, regulations and processes.
- Internal audit and risk management functions including (IIA) code of ethics and standards for professional practice of internal audit.
- Integrated Internal Control Framework
- Interpretation of policies and Strategies.

REQUIRED COMPETENCIES/SKILLS:

- Job knowledge
- Technical skills
- Acceptance of responsibility
- Quality of work
- Reliability
- Initiative
- Interpersonal relationship
- Flexibility
- Team work
- Planning and execution
- Manage resources
- Communication
- Customer orientation

KEY PERFORMANCE AREAS:

- Contribute to the Annual Performance Plan (APP), Annual Operational Plan (AOP) and Departmental Strategy.
- Participate in the development of the three-year strategic risk based internal audit plan and operational plan.
- Develop proposals to determine the scope of allocated internal audit engagements.
- Review business processes and compile risk and control assessments of processes.
- Collect analyse and interpret data for purposes of the development of the engagement work program.
- Develop the engagement work program.
- Execute internal audit procedures as approved and allocated by supervisor.
- Prepare working papers and document audit observations and evidence.
- Develop audit findings and recommendations for the enhancement of controls and processes.
- Provide advice and guidance to role players on the requirements and implementation of internal audit methodologies policies and procedures.
- Draft audit reports for each allocated engagement.
- Address coaching notes from supervisor.

- Review findings raised by auditors.
- Assess status of findings based on actions implemented by management.
- Monitor progress on the implementation of agreed upon action plans by management.
- Prepare internal audit follow up reports.

NB: Applications must be completed in full on the prescribed form, obtainable from the SANC website (<https://www.sanc.co.za/vacancies/>). **Applications must be e-mailed sia@sanc.co.za**

Incomplete applications or those which do not meet the above requirements will not be considered.

The application must include only a fully completed and signed SANC Form, obtainable from the South African Nursing Council (SANC) website and a detailed Curriculum Vitae. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications, professional affiliation certificate as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to the Human Resources Department on or before the day of the interview date. The SANC may request academic record for general qualifications/Certificates that does not specify the major courses to determine the major course of the qualification. It is compulsory for successful candidates to belong to a medical aid scheme if they do not belong to their spouses' medical aid. Failure to do so will result in your application being disqualified.

Furthermore, all applications must be accompanied by proof of professional registration and foreign qualifications must be accompanied by a SAQA evaluation certificate.

The SANC will conduct background checks (e.g. employment verification and reference checks as indicated on the CV, as well as in respect of criminal record, citizenship, financial records, qualifications, driver's license and professional registration, if applicable). First preference will be given to South African citizens. The successful candidate will be appointed on a 12-month probation basis and will be permanently employed if all of the performance requirements are met during probation.

Please note: Correspondence will be limited to shortlisted candidates only; therefore, if you have not been contacted within four (4) months of the closing date of this advertisement, please accept that your application was not successful. The SANC is committed to employment equity and therefore people living with disabilities are encouraged to apply. Enquiries may be directed to Ms. Veronica Mthethwa at Tel. no. (012) 426 9578. The South African Nursing Council reserves the right not to make any appointment.