



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	SITA/20240528/1648
BPS Vacancy Number:	VAC00284 (Re-advertisement)
Job Title:	Senior Forensic Auditor
Job Level:	C4
Vacancy Type:	Internal & External
Salary Range:	R390414.00 - R585621.00
Organisation Name:	State Information Technology Agency
Division:	IA: Exec Internal Audit
Department:	IA: Internal Audit
Employment Type:	Permanent
Location:	Centurion
Number Of Openings:	1

Purpose of Job:

To plan and execute the professional performance of forensic investigations and anti-corruption and anti-fraud functions in accordance with the PFMA and Internal Audit policy and procedures, ensuring compliance with the professional practice of internal auditing and the professional standards of the association of certified fraud examiners.

Responsibilities:

Manage the planning, execution and reporting/resolution of forensic investigations, management requests, ethics line reports and projects in line with the audit plan, applicable forensic/audit standards and procedures and forensic investigation methodology in order to detect and prevent unethical behavior within and against SITA.

Prepare and present consolidated factual audit reports on significant audit findings and recommendations, audit activities and progress against annual audit plan in line with the audit cycles as approved by the Board/Audit Committee.

Acquire and manage the use of technology audit tools and resources in support of the Forensic Investigation methodology and objectives.

Manage relationships with internal SITA clients (Auditees) and other stakeholders through regular liaison, consultations and presentations with the objective of achieving improved client satisfaction and awareness.

Qualifications and Experience:

Qualification 3 year Diploma / Degree in Accounting, Commerce, internal Auditing, Law or equivalent.

Experience 3 to 4 years' experience in forensic investigations or law field. The incumbent will be required to engage with various stakeholders/role players and to travel nationally as and when required.

Knowledge:

Various and relevant legislation: (a) State Information Technology Agency Act and (b) Company's Act; Financial Legislation: (a) Public Finance Management Act (PFMA) and (b) Treasury Regulations; Knowledge of finance and accounting systems and practices; Professional Standards for the Practice of Internal Auditing; Forensic investigation methodologies and standards; Anti-corruption and antifraud better practices; Project management; Customer service management; Stakeholder Management; Business advisory; Auditing/investigation; Facilitation; Advanced interviewing skills; Analytical; Reporting. Personal Attributes/ Behaviours: Agility, Collaboration, Customer Centricity, Integrity, Innovation and Empathy

Technical Competencies

Corporate Governance

Company Secretary, Legal, Internal Audit, Risk management

Interpersonal and Behavioural Competencies

Attention to Detail

The ability to ensure information is complete and accurate.

Analytical thinking

Identifies issues; obtains relevant information, relates and compares data from different sources, and identifies alternative solutions.

Disciplined

Showing a controlled form of behaviour or way of working, diligently.

Resilience

The ability to effectively handle disappointment, rejection and set-backs while still working well and meeting deadlines.

Stress Management

The ability to keep functioning effectively when under pressure and maintain self control in the adversity.

Additional Requirements

How to apply

To apply please log onto the e-Government Portal: <http://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <http://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: egovsupport@sitaco.co.za or Call: 0801414882

Closing Date : 14 Jun 2024

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan Correspondence will be limited to short listed candidates only Preference will be given to members of designated groups

- 1 If you do not hear from us within two months of the closing date, please regard your application as unsuccessful
- 2 Applications received after the closing date will not be considered Please clearly indicate the reference number of the position you are applying for
- 3 It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority SAQA
- 4 Only candidates who meet the requirements should apply
- 5 SITA reserves a right not to make an appointment
- 6 Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicant's documents Qualifications, and reference checking
- 7 Correspondence will be entered to with shortlisted candidates only
- 8 CV's from Recruitment Agencies will not be considered.

*****NB: EMAILED CV'S WILL NOT BE ACCEPTED*****