

**POST:** Section Commander, Internal Auditor (Colonel)

**LOCATION:** Internal Audit, Eastern Cape

**LEVEL OF REMUNERATION:** Band MMS, R 850 983 per annum

**REFERENCES:** IA02/09/2022 (1 post)

**Generic Requirements:**

- Applicants must display competency in the post-specific functions of the post;
- Be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) recorded on the National Learner Record Database (NLRD) on at least NQF 4;
- Be (proficient) in at least two official languages, of which one must be English;
- Must be a South African citizen;
- Be in possession of at least a valid light motor vehicle driver's license;
- Must have no previous convictions or pending criminal / departmental or civil cases;
- Must not have tattoo/s marks which will be visible when wearing SAPS summer uniform (Police Act posts);
- Applicants will be subjected to a vetting process which will include security screening and fingerprint verification;
- Computer Literacy;
- Interpersonal, communication and Organizational Skills;
- Analytical, Self-Management and Problem Solving Skills;
- Report Writing, presentation, development skills;
- Relevant courses in the field of the post may be an advantage.

**Additional Requirements:**

- Be in possession of a three year Degree or Diploma recorded on the National Learner Record Database on NQF Level 6 or higher in Internal Auditing/ Audit, Risk Management, Accounting and related field of Accounting as major subjects or an Internal Auditing/ Auditing Diploma;
- Honours or Master's degree in Internal Auditing or Auditing will serve as an added advantage;
- Relevant CIA, CA or CFE professional designation will serve as an added advantage;
- Have a minimum of at least 5 -years working experience in the field of the post of which 3 years should be on supervisory at the level of Lieutenant Colonel/Assistant Director/ Comparable level;
- Must be a member of IIA or any other relevant professional organisation, and proof of valid registration for 2022/2023 must be submitted;
- Working experience of TeamMate or any other auditing software will serve as an added advantage; \*Working experience on ACL will serve as an added advantage;
- Good knowledge of Public Service Act and Regulations, PFMA and Treasury Regulations;
- Experience in project management and budget management; \*Strong leadership, mentoring and coaching, strategic thinking, problem-solving; \*Strong negotiating/ analytical/ good interpersonal skills;
- Ability to work in a team;
- Highly proficient in the use of Microsoft Excel, Word and PowerPoint;
- Good Internal Audit engagement planning skills;; Will be expected to travel extensively;
- Knowledge and use of teammate will be an advantage.

**Skills and Competencies:**

- Good communication (written and verbal), Presentation skills, written skills. Managing and leadership skills, ability to work under pressure for extended period of time

### Core Functions:

- Manage the internal audit to ensure the implementation of the Internal Audit Plan, provide assurance on governance, risk management and control processes in accordance with IIA Standards and the legislative framework;
- Review and implement internal audit methodologies, policies and procedures;
- Manage audit teams and assist with the execution of risk and compliance based reviews;
- Follow-up reviews and performance audits as per the Annual Operational Plan of the Province that is conducted in terms of IIA Standards and SAPS Internal Audit Manual, using TeamMate or any other auditing software;
- Conduct audit assignments from the planning to reporting phases in terms of the IIA Standards and SAPS Internal Audit Manual, using TeamMate or any other auditing software;
- Assist with other Internal Audit related tasks as and when necessary;
- Assist with the development of the Annual Operational Plan of the Province;
- Assist with the monthly reporting to the Chief Audit Executive;
- Attend meetings on behalf of the Provincial Head, when required or any other relevant meetings;
- Assist in management of all support related functions for the Province;
- Act on behalf of the Provincial Head when required.

### General:

- Only the official application form (available on the SAPS website [www.saps.gov.za/careers](http://www.saps.gov.za/careers) and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application.
- **The post particulars and reference number of the post must be correctly specified on the application form.**
- A comprehensive *Curriculum Vitae* must be submitted together with the application form.
- Copies do not have to be certified and original documentation must be produced during the selection process as requested.
- Uncertified copies of an applicant's ID, **Senior Certificate and all educational qualifications obtained**, service certificates of previous employers stating the occupation, **proof of relevant experience in the field of the post and motor vehicle driver's license**, must be attached to the application.
- **Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks.**

- **Appointments will be made in terms of the South African Police Service Act, 1995 as applicable to the post environment.**
- **Applicants appointed under the Police Service Act will be subjected to a medical assessment by a medical practitioner as determined by SAPS prescripts.**
- **Applicants appointed under the Police Service Act will be subjected to undergo a lateral entry training programme at a SAPS training institution, where applicable.**
- Applications must be mailed / submitted timeously. **Late applications will not be accepted or considered.**
- **The closing date for applications is 2022-09-29 at 16:00**
- If a candidate is short-listed, it will be expected of him / her to undergo a personal interview as well as a practical assessment.
- **Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). A candidate, whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from the process.**
- **The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31 January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database.**
- All short-listed candidates will be subjected to fingerprint screening and reference checking.
- Correspondence will be conducted with successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful.
- The South African Police Service is under no obligation to fill a post after the advertisement thereof.

- The South African Police Service is an equal opportunity, affirmative action employer and it is the intention to promote representativity in the Public Service through the filling of these posts. Persons whose transfer/appointment will promote representativity will therefore receive preference.

**APPLICATIONS:** Applications may be posted or hand-delivered, as follows:

**Postal Address:** Component Internal Audit, Private Bag  
X 94, PRETORIA, 0001

**Hand Delivery:** 152 Johannes Ramokhoase Street,  
Telkom Towers North Building Pretoria  
0001

**ENQUIRIES:** Enquiries may be directed to:  
Lieutenant Colonel Mukhesi/ Captain Dhlamini  
Telephone Number 012 397 7191, 012 397 7027

**We welcome applications from persons with disAbilities**

