



The National Lotteries Commission (NLC), a Scheduled 3A entity in terms of the Public Finance Management Act (PFMA), is a statutory body established in terms of the Lotteries Act (Act 57 of 1997), as amended with the purpose of regulating South African Lotteries and administering the National Lottery Distribution Trust Fund (NLDTF). Suitably qualified prospective candidates who are South African citizens are invited to submit their applications to fill the position listed below. The National Lotteries Commission is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender, and disability.

INTERNAL AUDIT & ADVISORY DIVISION

HEAD: IT AUDIT

PURPOSE OF THE JOB:

Assist the CAE with the development of the Divisional Internal Audit Strategy;
Develop the Data analytics and continuous auditing strategy
Develop, implement and monitor the quality assurance improvement programme for the IT audit Unit;
Direct the identification, evaluation and monitoring of the risk areas and assist with the development of the Internal Audit/ IT Methodology and the Annual Risk Based Audit Plan and the three-year rolling plan;
Lead the IT audit function in playing a strategic role in embedding the principles of good governance and ensuring that the standards of ethical behaviour are upheld, provide value added consulting activities that offer proactive as opposed to detective assurance; streamline audit processes to enable continuous monitoring of core processes to enable timely mitigation of risk events; and partner more closely with key internal and external stakeholders to ensure optimal combined assurance to the Board and Management and make certain that key risks are appropriately addressed.

SALARY SCALE:

Commensurate with qualifications and experience

REQUIRED QUALIFICATIONS:

- Post Graduate Degree (NQF 8) (IT/Computer Science/Information Systems)
Certified Information Systems Auditor (CISA)
- ISACA Membership
- ISACA certifications (CISM, CGEIT, CRISC, CCAK) will be an added advantage.

REQUIRED WORK EXPERIENCE:

- 10 years working experience and minimum of 5 years of experience at management level

KEY DELIVERABLES:

- Direct the identification, evaluation and monitoring of the risk areas and assist with the development of the Internal Audit Methodology and the Annual Risk Based Audit Plan and the three-year rolling plan
- Lead the audit function in playing a strategic role in embedding the principles of good governance and ensuring that the standards of ethical behaviour are upheld
- Provide value added consulting activities that offer proactive as opposed to detective assurance
- Streamline audit processes to enable continuous monitoring of core processes to enable timely mitigation of risk events
- Partner more closely with key internal and external stakeholders to ensure optimal combined assurance to the Board and Management and make certain that key risks are appropriately addressed
- Develop and implement the Data analytics and Continuous Auditing strategy
- Develop, implement and monitor the quality assurance improvement programme for the IT audit Unit.
- Lead the review and assessment of systems of control, risk management and governance to determine if the organization has adequate standards/processes in place to achieve organizational objectives.
- Supervise the performance of audits from identification and planning of projects to issuing and presenting of final reports in accordance with The International Standards for the Professional Practice of Internal Auditing and best practice frameworks.
- Participate in the development of the annual audit plan in consultation with Management, Risk Management and the Auditor General for review and approval.
- Considers all requirements, deadlines for requirements, time needed to conduct audits, workforce availability and other elements affecting the audit schedule.
- Obtain and analyse information from clients to plan engagements.
- Conduct risk and control assessment of assigned department or functional area in established/required timeline for the development of the audit plan and the basis for planning audit projects.
- Ensure appropriate audit software and data analytical tools are effectively utilised to plan, execute and report on audits.
- Responsible for assisting the Chief Audit Executive with internal audit budget and financial management of the internal audit function.
- Directing, mentoring, and empowering employees and change within the directorate to promote high performance, optimal working environment, improving staff morale and cost-effective operations.
- Ensuring and monitoring that all staff in the division are trained, skilled, retained and that their expertise is optimally applied.

COMPETENCIES AND SKILLS

- Able to plan and strategize
- Solid knowledge of mentoring and coaching
- Solid knowledge of Quality Assurance and Improvement Program (QAIP)
- Knowledge of best practice frameworks (e.g. COSO, etc.).
- Able to execute and oversee audits
- Solid knowledge of report-writing.
- Knowledge of Data Analysis
- Must be able to compile accurate reports
- Solid knowledge of the PFMA and treasury regulations
- Knowledge of Project Management

- Financial Management
- Manage staff effectively
- Solid knowledge of professional standards (IIA) / ISACA
- Knowledge of research / benchmarking.

IT AUDIT SPECIALIST

PURPOSE OF THE JOB:

This value driven Internal Audit & Advisory division is seeking to appoint an IT Audit Specialist to strengthen the division. The specialist position will interact with executives and officers across the multiple business units and operations and report to the Head – IT Audit. The incumbent will primarily be responsible for undertaking information systems audit engagements within an ERP systems environment to ensure and maintain the adequacy and effectiveness of financial and operational controls within the NLC to ensure that it is in accordance with corporate governance, ISACA standards and practices, the PFMA as well as other applicable laws and regulations and to inform the relevant stakeholders on the state of the control environment.

SALARY SCALE:

Commensurate with qualifications and experience

REQUIRED QUALIFICATIONS:

- Relevant Degree (NQF 7) (IT/Computer Science/Information Systems)
Certified Information Systems Auditor (CISA)
- ISACA Membership
- ISACA certifications (CISM, CGEIT, CRISC, CCAK) will be an added advantage.

REQUIRED WORK EXPERIENCE:

- 5 Years relevant working experience in IT Audit, (external audit or internal auditing)
- Data analytics and ACL experience required.

KEY DELIVERABLES:

- Develop risk based annual audit plan for IT audit activities.
- Perform audits of assigned functions including financial, operational and information technology audits
- Maintain and Audit & Risk Library of IT audit documentation.
- Conduct Quality Assurance Reviews
- Provide Executive Management with the opinions on the effectiveness of the NLC controls.
- Liaise with external auditors on the internal control issues.
- Design and develop Data Analytics strategies.
- Guide, direct and review the work performed by other IT Audit personnel and co source partner.
- Maintain a database of prior audit recommendations and co-ordinate the follow-up to validate quarterly resolutions of the findings.
- Monitor the implementation of management actions recommended in audit reports.
- Make oral presentations of audit findings to management.

- Regularly monitor the NLC systems and procedures to ensure compliance.
- Assist with the preparation of reports to be distributed and presented to EXCO, NLC Board, Audit Committee, and the Commissioner

COMPETENCIES AND SKILLS

- Able to plan and strategize.
- Solid knowledge of mentoring and coaching
- Solid knowledge of Quality Assurance and Improvement Program (QAIP)
- Knowledge of best practice frameworks (e.g., COSO, etc.).
- Able to execute and oversee audits.
- Solid knowledge of report-writing.
- Knowledge of Data Analysis
- Must be able to compile accurate reports.
- Solid knowledge of the PFMA and treasury regulations
- Knowledge of Project Management
- Financial Management
- Manage staff effectively.
- Solid knowledge of professional standards (IIA) / ISACA
- Knowledge of research / benchmarking.

IT AUDITOR – DATA ANALYTICS

PURPOSE OF THE JOB:

The IT Auditor - Data Analytics is responsible for undertaking a spectrum of IT audit engagements to assess the adequacy and effectiveness of ICT, financial and operational controls within the NLC to ensure that it is in accordance with corporate governance, the PFMA as well as other applicable laws and regulations and to inform the relevant stakeholders on the state of the control environment and by using data analytics to improve audit quality.

SALARY SCALE:

Commensurate with qualifications and experience

REQUIRED QUALIFICATIONS:

- Bachelor’s degree in Accounting, Informatics, Information Systems, Computer Science, Internal Auditing or equivalent.
- ISACA membership
- CIA/CISA/CISM/CRISC/CGIT/C will be added advantage.

REQUIRED WORK EXPERIENCE:

- At least 3 years’ working experience in IT Audit
- Proven experience in using ACL.
- Proven experience in data analytics

KEY DELIVERABLES:

- Provide a spectrum of IT Audit and data analytics services.
- Conduct preliminary survey procedures. Assist in development of audit program.
- Conduct audit field work and collect relevant, sufficient and useful audit evidence
- Develop audit findings with all elements of a finding, assess and evaluate audit evidence.
- Assist with the Development of the risk based annual audit plan as well as three year rolling plan for IT audit activities.
- Assist with the review and updating of IA Charter
- Provide inputs into the development of the risk based IT Audit plan.
- Assist with the planning and execution of IT audits
- Liaise with external auditors on the internal control issues
- Perform audits of assigned functions including financial, operational and information technology audits
- Assist and provide support the Internal Audit Specialist
- Maintain a database of prior audit recommendations and co-ordinate the follow-up to validate quarterly resolutions of the findings
- Monitor the implementation of management actions recommended in audit reports
- Make oral presentations of audit findings to management and where required
- Regularly monitor the NLC systems and procedures to ensure compliance

COMPETENCIES AND SKILLS

- Able to plan and strategize
- Solid knowledge of mentoring and coaching
- Solid knowledge of Quality Assurance and Improvement Program (QAIP)
- Knowledge of best practice frameworks (e.g. COSO, etc.).
- Able to execute and oversee audits
- Solid knowledge of report-writing.
- Knowledge of Data Analysis
- Must be able to compile accurate reports
- Solid knowledge of the PFMA and treasury regulations
- Knowledge of Project Management
- Financial Management
- Manage staff effectively
- Solid knowledge of professional standards (IIA) / ISACA
- Knowledge of research / benchmarking.

Note: Background verification and social media checks will form part of the selection process and successful candidates will be subjected to security vetting. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. The NLC reserves the right not to fill any advertised position(s).

IMPORTANT NOTICE: APPLICATION INSTRUCTIONS:

- Please click and complete the [APPLICATION FORM – JUNE 2023](#)
- After completing the application form, please submit a concise Curriculum Vitae (with qualifications and a one-page letter of motivation indicating your preferred position attached)
- All applications must be submitted by email to the following email address: Recruitment@nlcsa.org.za
- Failure to complete the application form and submitting a concise CV and qualifications will lead to disqualification.

CLOSING DATE: THURSDAY, 15 JUNE 2023 CLOSE OF BUSINESS AT 16H30

NLC WELCOMES APPLICANTS WITH DISABILITIES



DISCLAIMER- POPIA

By applying for NLC's vacancy, you expressly give NLC consent to process your personal information stored in our history of all who have applied will be processed in accordance with the Protection of Personal Information Act 4 of 2013 ("POPIA"), the NLC Human Capital Policy/Procedures, the NLC's POPIA Policy and the NLC's Privacy Policy. These documents set out why the NLC needs the personal information, what NLC will do with it, and with whom the NLC will share it. Note that we will not further process the personal information stored automatically in this portal.