



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: INTERNAL AUDIT & ADVISORY SERVICES

PURPOSE OF THE JOB:

Assist the CAE with the development of the Internal Audit Strategy; 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 general assurance 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:

- BCom Honours Degree (Internal auditing/Accounting) or equivalent (NQF Level 8)
- Certified Internal Auditor (CIA), Chartered Accountant, CA (SA)

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 general assurance audit function in playing a strategic role in embedding the principles of good governance and ensuring that the standards of ethical behaviour are upheld

- 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
- Source relevant information required for analysis and testing
- Establish risk-based audit programmes.
- Evaluate the suitability of internal control design and make recommendations on findings
- Manage audits to ensure that they are conducted within the time budgets and timelines determined as per the audit plan
- Ensure that internal audit activities are effectively coordinated with other assurance providers through the agreement of a time bound combined assurance model, including internal and external audit, risk management, forensics and compliance functions
- Compile reports to management committees and the board audit and risk committee
- Ensuring that policies, procedures, and guidelines, which impact on auditing, are clearly understood, while determining the level of internal compliance (in terms of Quality Assurance standards (IIA) and Internal Audit methodology
- Review and assess the effectiveness of financial controls within 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.
- Provide functional/technical support, advice and guidance and assist in the transfer of skills to audit staff

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)
- 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.