



South African Nursing Council
Regulating nursing, advocating for the public

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>	: MANAGER: INTERNAL AUDIT
<u>REFERENCE NUMBER</u>	: MIA/002/02/2023
<u>REMUNERATION</u>	: R869 756,10
<u>TERMS OF APPOINTMENT</u>	: PERMANENT
<u>CLOSING DATE</u>	: 10 MARCH 2023

MINIMUM REQUIREMENTS:

- Grade 12.
- A Degree in Internal Auditing/Accounting Science degree or equivalent qualification.
- Minimum of 8 years' experience in internal auditing in corporate organisation, public sector or state-owned entities/ organ of state.
- Minimum of 3 years' supervisory experience in 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:

- Internal Audit Technician (IAT) / Professional Internal Auditor (PIA) / Certified Internal Auditor (CIA) qualification.

REQUIRED KNOWLEDGE:

- Internal Audit processes.
- Utilisation of Teammate+ Audit Management Software
- International Financial Reporting Standards and generally accepted professional accounting principles and practices.
- Risk management and combined assurance principles



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website: www.sanc.co.za

- Corporate governance King IV Report.
- 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.
- Human resources and financial management practices and
- Development and interpretation of policies and Strategies.

REQUIRED COMPETENCIES:

- People management and empowerment
- Programme and project management
- Financial management
- Strategic capability and leadership
- People management and empowerment
- Knowledge management
- Service delivery innovation
- Problem solving and analysis.
- Client orientation and customer focus
- Communication
- Honesty and integrity

KEY PERFORMANCE AREAS:

- Contribute to the development and implementation of Annual Performance Plan, Annual Operational Plan and Departmental strategy.
- Identify the key risk areas for the organisation emanating from current operations as set out in the strategic plan, risk management strategies and strategic and operational risk registers.
- Contribute in the development of the three-year strategic risk based internal audit plan and annual plan.
- Develop the annual internal audit work plan.
- Ensure the maintenance of efficient and effective controls and achieving the objectives of the department by evaluating the department's controls/objectives, to determine their effectiveness and efficiency through internal audits.
- Manage the implementation of internal audit policies, charters, methodologies and plans.
- Perform and manage audit engagements to ensure that professional standards are maintained in the planning, execution, reporting and monitoring.
- Review working papers, compile internal audit reports on engagements and communicate the results to management.
- Review, collect information and compile internal audit reports to the Registrar and Audit and Risk Committee, compile progress reports against audit plan, Quarterly reports and annual reports.
- Perform and manage ad-hoc audits as requested by management.
- Provide advice and guidance to role players on the requirements and implementation of internal audit methodologies policies and procedures.
- Communicate the results of internal audit engagements.

- Compile quarterly reports for Audit and Risk Committee or any Committee of Council or management within SANC.
- Implement, monitor and report on the Quality Assurance Improvement Program.
- Study professional journals and publications for the improvement of the internal audit function
- Monitor and study the relevant industry, legislative, standards changes and policy frameworks continuously to ensure that cognisance is taken of new developments.
- Engage in relevant continuous professional development activities (tools and techniques) as required/prescribed.
- Participate in the coordination with other internal and external service providers of assurance to ensure proper coverage to minimise duplication of effort.
- Prepare annual combined assurance report for Audit and Risk Committee.
- Manage resources (i.e., Human Resources, Physical, Financial and Information).
- Perform ad hoc tasks as delegated by Line Manager or Supervisor.

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** mia@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.