

OFFICE OF THE AUDITOR-GENERAL
DIRECTORATE: PERFORMANCE AND ENVIRONMENTAL AUDITS, RESEARCH AND
DEVELOPMENT

DIVISION: RESEARCH, DEVELOPMENT AND TRAINING

Post Designation: Chief Auditor Grade 6

1 x Post: Windhoek

- **Salary scale:** N\$ 372, 627 –N\$ 445, 325
- **Transport Allowance:** N\$ 10, 512 per annum
- **Housing Allowance:** N\$ 17, 424 per annum

Minimum Requirements: An appropriate B. Degree qualification on NQF Level 7 plus six (6) years' appropriate experience.

Additional Requirements: Candidate must have served at least three (3) years as an Auditor/ Senior Auditor level or equivalent.

Key performance areas

- Regularly liaise with the clients and ensure that matters arising are resolved amicably and that good client relations are maintained.
- Prepare annual subdivision plan and submit to the supervisor.
- Ensure that research work is appropriately documented in accordance with OAG procedures.
- Review draft research reports and other work performed and prepared by staff members of the subdivision and thereafter, submit these to the supervisor on or before the agreed deadlines.
- Implement the performance management system and give regular feedback to the audit team about their performance.
- Ensure, through supervision and review, that research work is carried out in accordance with the approved plan, conforms with research standards adopted by the OAG and is completed on or before the agreed deadlines.
- Review reports prepared by staff members in the subdivision on the basis of evidence obtained and, thereafter, submit these to the supervisor on or before the agreed deadline;
- Prepare and Present training to a range of audiences, including non-specialists (in house, PAC and other stakeholders).

Application procedure:

- Candidates reaching the final stage of selection may undergo a vetting process.
- Shortlisted candidates may be required to undergo Psychometric Test or a Practical Test.

Applications must be addressed to:

**The Deputy Auditor-General
Office of the Auditor-General
Private Bag 13299
Windhoek
Namibia**

OR

Be hand delivered at:

**The Office of the Auditor-General
123 Robert Mugabe Avenue
Windhoek**

Enquiries: Ms. Joolokeni Hamunyela, Tel: 061-2858426 or Ms. Beatrice Mutonga, Tel: 061 2858219