

OFFICE OF THE AUDITOR-GENERAL

DIRECTORATE: CASH BASED AUDITS

Post Designation:	Chief Auditor Grade 6
1 x Posts:	Windhoek
Salary Scale:	N\$ 354 883 – 424 119
Housing Allowance:	N\$ 17 424 per annum
Transport Allowance:	N\$ 10 512 per annum

Minimum Requirement:

- An appropriate B. Degree qualification at NQF L7 plus six (6) years of experience in the Auditing field.

Added Advantages:

- A Driver's license;
- Experience as a Trainer

Key performance areas:

- Responsible for the overall supervision of the audit team on a daily basis to ensure proper performance of work.
- Responsible to lead an audit subdivision and for the planning, execution and completion of assigned audits in accordance with the OAG's auditing standards and methodologies.
- Regularly liaise with the audit clients and ensure that matters arising from the audits are resolved amicably and that good client relations are maintained.
- Delegate and assign responsibilities to audit team in accordance with the approved annual sub-divisional plan.
- Ensure for each assigned audit, that the audit plan is prepared, approved and carried out in accordance with the OAG standards and methodologies by the agreed deadline.
- Ensure for each assigned audit, through review that documents in the Audit File are organized, referenced and cross referenced in accordance with OAG standards and methodology on audit documentation.
- Review draft management letters prepared by the audit team on the basis of audit evidence obtained and, thereafter, submit these to the supervisor on or before the agreed deadlines.

APPLICATION PROCEDURE:

- Applicants must be Namibian Citizens.

- Candidates with foreign qualifications must attach their evaluation of qualification from Namibian Qualification Authority (NQA).
- A fully completed application must be made on the prescribed form 156043 and 156093 (obtainable from any Government O/M/A) and should be accompanied by the applicant's- Curriculum vitae with comprehensive details of work related experience and exposure, Certified copies of Certificate/s of Service from previous employer/s if any, Educational qualifications, Academic records, Identity document.
- Applicants from the Public Service applying for promotion post must attach certified copy of confirmation of probation to the current post.
- Applications not complying with the above may be disqualified.
- Shortlisted candidates may be required to undergo Psychometric Test

NB: Racially disadvantaged persons, woman and persons with disabilities are encouraged to apply.

Applications for employment 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

Any enquiries should be directed to: **Mrs. Joolokeni Hamunyela; [Tel: 061-285 8426](tel:061-2858426)** or **Ms. Beatrice Mutonga; Tel: 061-2858219**

Closing Date: 11 July 2025