

OFFICE OF THE AUDITOR-GENERAL

DIRECTORATE: SPECIALIZED INFORMATION SYSTEMS & FORENSIC AUDITING

DIVISION: INFORMATION SYSTEM AUDIT

Post Designation :	Chief Auditor Grade 6
1x Post :	Windhoek
Salary Scale :	N\$337,984 - N\$403,922
Housing Allowance :	N\$17,424 per annum
Transport Allowance :	N\$10,512 per annum

Minimum Requirements: An appropriate B-Degree qualification at NQF Level 7 in Information Technology or Post Graduate Certificate in Informatics (Information System Auditing) NQF Level 8 plus Six (6) years of experience in Information Systems or Auditing, of which at least 3 years should be at Auditor/Senior Auditor level in Information Systems Audit.

Additional Requirements: Experience in Information Technology or Information Systems Auditing with a CISA Certification and Drivers License will be an added advantage.

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 adopted auditing standards and methodologies within agreed deadlines.
- 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 subdivisional plan.
- 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.
- Review draft audit report and where appropriate, audit conclusion, 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.
- Prepare and present training to a range of audiences, including non-specialists (in house, PAC and other stakeholders).

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.
- 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 hand delivered at:

The Office of the Auditor-General

123 Robert Mugabe Avenue

Windhoek

Enquiries: Mrs. Joolokeni Hamunyela; Tel: 061-285 8426 or Mr. Nehemia Ndeshuuva; Tel: 061-2858401

PSM CIRCULAR NO. B OF 2024, VACANCIES IN THE PUBLIC SERVICE, ADVERTISED 21 FEBRUARY 2024, CLOSING DATE 20 MARCH 2024

