

---

DATE ADVERTISED: 19 NOVEMBER 2024



## VACANCY

### **ASSISTANT INTERNAL AUDITOR - HEAD OFFICE TWO (2) YEAR - FIXED TERM CONTRACT DEVELOPMENTAL POSITION GRADE - BETWEEN GRADE 8 AND GRADE 9**

The incumbent will be responsible for conducting internal audits on the adequacy and effectiveness of internal controls, by planning, executing and drafting Internal Audit Reports on Projects assigned. The role will further entail assisting with advancing and implementing auditing measures and proposing appropriate risk mitigating initiatives for the entire corporation; formulating the Internal Audit Plan and Programme development; and assisting with Subsidiary audit planning, execution and reporting. The Internal Auditing Assistant will also provide direct support to the Internal Auditor in undertaking audits of all systems against applicable laws, legislation, regulations and company policies and procedures in accordance with the unit 's audit plans.

#### **MINIMUM REQUIREMENTS**

- National Diploma in Auditing/Accounting/ Internal auditing
- Minimum of 2 years' experience in Internal Auditing.

This is a fixed term position in line with the ECDC *Framework for Recruitment of Unskilled Labour, Entry Level Workers and Development Personnel*. The successful candidate will be subjected to signing of a performance contract and verification of qualifications. If you have not been contacted within eight (8) weeks after the closing date of the advertisement, please regard your application as unsuccessful.

**In making these appointments, the ECDC reserves the right to apply the principles enshrined in the Employment Equity Act, its policies, and plans.**

Please send your detailed CV and certified copies of qualifications to

The Human Resources Department

Tel: (043) 704 5783

Email: [humanresources@ecdc.co.za](mailto:humanresources@ecdc.co.za)

**Closing date: 27 November 2024**