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Johannesburg Social Housing Company

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11 August 2022

INTERNAL AND EXTERNAL ADVERT

The Johannesburg Social Housing Company SOC Limited (JOSHCO) mandate is to develop and manage affordable rental housing for the lower market as an integral part of efforts to eradicate the housing backlog of the City of Johannesburg. JOSHCO is a registered Social Housing Institution and is accredited by the Social Housing Regulatory Authority (SHRA). **JOSHCO invites suitably qualified and experienced persons to apply for the following vacant positions.**

Position : **Internal Auditor X10**
Employment Status : **Fixed Term Contract (02 Months)**
Department : **CEO Office**

Purpose of the Job: - The primary objective of this position is to oversee and monitor the provision of internal audit service in order to proactively address compliance issues, reduce risks and drive sound governance in JOSHCO.

Responsibilities (but not limited to the following):

- Review of SCM Process and determine whether it was performed following legislation (Treasury regulation, MFMA, CIDB, etc.).
- Comply with the departmental audit methodology in conducting all audits.
- Comply with the International Standards of the Institute of Internal Auditors.
- Ensure alignment of policy and procedures to the relevant legislation.
- Conduct reviews to determine the level of compliance to Financial Management and Risk Management requirements and disclose issues as they emerge.
- Identify and evaluate significant exposure to the risk.
- Use internal audit standards as a basis for performing audits.
- Distribute audit reports to relevant recipients on time.
- Report audit findings and recommendations to all levels of management.
- Ensure compliance with all internal and external Governance requirements.

Minimum Job Requirements Interested applicants must be in possession of:

- BCom Degree /BTech/ National Diploma in Accounting or Internal Audit (equivalent).
- Member of a recognized regulatory body or institute. e.g., IIA or SAICA or ACFE
- A minimum of 1 year in Auditing or Finance experience

- Exposure to SCM processes.
- Knowledge of SCM Treasury Regulations, MFMA, Public and Internal Auditing Standards.
- Knowledge and understanding of legislation and regulations relating to municipalities and systems
- Strong commercial understanding -impact and credibility within all levels of the business and ability to deliver.

Other skills

- **General Management Skills:** Communication, Advanced systems skills, Computer, Facilitation, Conflict Management, Relationship Management, Project Management, Ethical, General Management, Knowledge of policy and procedure development and implementation Data Analysis skills, Budgeting and Budget Management skills and Problem-solving skills.
- **Technical Knowledge and Skills:** Auditing, Statutory compliance, Accounting, Financial Management, Corporate Governance, Budgeting and, Monitoring and Evaluation, knowledge of the internal auditor`s (IIA) code of ethics, Standards for the professional practice of internal auditors, Corporate Governance principles and guidelines (King IV Code).
- **Attributes:** Emotional Intelligence, Persuasion, Assertiveness, Interpersonal Skills, Attention to detail, Adaptability and flexibility, and Situational sensitivity.

Interested applicants are invited to apply by submitting their CV's together with certified copies of qualifications and ID to: recruitment@joshco.co.za quoting the position applying for. Failure to submit the required documents will result in your application not being considered. JOSHCO is an equal opportunity and affirmative action employer and all appointments will be made in accordance with the Company's Employment Equity Plan to promote its representivity (race, gender and disability). Correspondence will only be limited to shortlisted candidates and applicants who have not been contacted within 6 weeks should consider their applications unsuccessful. JOSHCO reserves the right not to make an appointment.



The Closing date for applications is **19 August 2022**