

VACANCY

The Namibia Financial Institutions Supervisory Authority ("NAMFISA; the Authority") is an independent institution established by virtue of Act No. 3 of 2001 to regulate and supervise financial institutions in Namibia as mandated by various acts of Parliament.

NAMFISA is an equal opportunity employer and invites competent & suitably qualified candidates to apply for the following position:

INTERNAL AUDITOR

INTERNAL AUDIT

Paterson Job Grade C3

THE POSITION REPORTS TO THE SENIOR INTERNAL AUDITOR

JOB PURPOSE:

To conduct assigned assurance and consulting audits from the planning to reporting and follow-up phase for the achievement of NAMFISA's objectives. This is accomplished through providing assurance regarding the reliability and integrity of financial and operating information, evaluate compliance with relevant policies, procedures and laws, assess the accomplishment of set objectives, assess the adequacy, efficiency and effectiveness of internal controls as well as the economic and efficient use of NAMFISA's resources and to provide assurance regarding the safeguarding of NAMFISA's assets.

KEY ACCOUNTABILITIES:

- Gather background and contextual information relevant to the audit area
- Conduct risk assessment to the relevant audit area
- Compile an audit program as per audit procedures
- Execute audit steps as per the audit program
- Present findings (results) of the audit and or investigation
- Perform follow up and ad hoc audits as required
- Maintain good relations with the Auditee before, during, and after the audit in order to ensure client satisfaction

QUALIFICATIONS AND EXPERIENCE:

- A three year Bachelor's Degree in Accounting and/or auditing or an equivalent recognized qualification
- 3 years' experience in internal/external auditing
- Membership of the Institute of Internal Auditors (IIA)
- Experience in financial services industry will be an added advantage
- Professional Internal Auditor/Internal Audit Technician Certification will be an added advantage

KNOWLEDGE, SKILLS AND ATTITUDE

- Knowledge of the standards for professional practice of Internal Auditing

- Knowledge of relevant laws and regulations as well as policies and procedures
- Knowledge of the EPS system such as Pastel Evolution, etc.
- Knowledge of Internal Auditing software will be an added advantage
- Knowledge of risk management, internal control and governance activities
- Strong written and verbal communication skills
- Analytical abilities, logical and conceptual thinking
- Must be organized and attentive to detail
- Leadership skills
- Interpersonal skills
- Flexibility
- Report writing
- Objectivity
- Confidentiality in dealing with sensitive matters

REMUNERATION:

NAMFISA offers a market-related total cost to company package based on work experience and qualifications. The package includes retirement and medical aid benefits.

We encourage energetic, dynamic and results-driven team players to forward their applications to:

Vacancies

Human Resources Manager

P. O. Box 21250, Windhoek

OR

Hand deliver to:

1st Floor Sanlam Centre, Independence Avenue

OR

E-mail to: hr@namfisa.com.na

Deadline for applications: Friday, 6 October 2017

**As per Affirmative Action (Employment) Act, Act 29 of 1998,
Namibian Citizens from disadvantaged groups and persons with disabilities will
receive preferential treatment and are encouraged to apply.**

**Please note that certified copies of qualifications and identification documents should
be attached to your application. Only short-listed candidates will be contacted and no
documents will be returned.**

No faxed applications will be accepted.

NAMFISA reserves the right not to make an appointment in this position.