

VACANCY

Internal Auditor



Namibia Statistics Agency (NSA),
FGI House - 44 Post Street Mall
P.O.Box 2133,
Windhoek, Namibia
Tel: 061-431 3200 - Fax: 061-4313253
www.nsa.org.na

The Namibia Statistics Agency (NSA) was established in terms of the Statistics Act No. 9 of 2011. The Agency is mandated, amongst others, to constitute the central statistical authority of the State and to collect, produce, analyse and disseminate official statistics in Namibia.

Position : Internal Auditor
Reporting to : Manager: Internal Audit
Duty Station : NSA Head Office, Windhoek

Job Purpose

Responsible for carrying out internal audit engagements in terms of a risk-based audit approach as directed by the Manager: Internal Audit, which may range from planned aspects of the annual audit programme to ad hoc audit, reporting, and assessment tasks relating to audit work. To perform the administrative tasks associated with the auditing functions and provide summaries or analyses as may be required from time to time.

Key Performance Areas:

- Assists in the development of the annual audit plan based on audit principles, priorities and operational requirements
- Maintain records of audits, progress reports, recommendations, improvement assessments and provide reports
- Perform appropriate audit close out procedures for all engagements and adhere to the risk management and quality methodologies
- Conduct specific systems audits on agreed system areas
- Contribute to the NSA risk assurance framework

Educational Qualifications & Job Requirement Experience

- Bachelor's Degree in Accounting or Financial Management with majoring in Auditing, Risk Management, and Information Technology.
- Certification in (Internal Auditor or risk management) will be an advantage
- A minimum of three (3) years working experience in audit.

Specific Requirements

- Knowledge of relevant Namibian legislation & regulations
- Knowledge of Auditing standards, techniques, activities, and processes
- Knowledge in Risk management and risk assessment
- Knowledge of accounting and financial rules, laws, standards, and practices
- Knowledge of Fraud investigation and detection criteria and strategies
- Experience in report writing

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Interested candidates may submit their application that includes a detailed CV and certified copies of relevant educational qualifications via the Namibia Integrated Employment Information System (NIEIS) Please use the following link to access the NIEIS: <http://nieis.namibiaatwork.gov.na> or hand deliver at NSA Head Office, FGI Building, Post Street Mall

"As per Affirmative Action (Employment) Act, Act 29 of 1998; Namibian Citizens from previously disadvantaged groups will enjoy preferential treatment"

Only short listed candidates will be contacted and no documents will be returned.

For more information on this position please contact the NSA at 061-4313200

CLOSING DATE FOR APPLICATIONS: 19 August 2022