

Botswana Geoscience Institute

BGI is a parastatal established through the Botswana Geoscience Act of 2014 with a mandate to undertake research in the field of geoscience, provide specialised geoscientific services and advice in all matters of geohazards. The Institute is also responsible for promoting the search for, and exploration of any mineral in Botswana. The Institute is a custodian of all geoscience data/ information which include non-confidential prospecting reports.

VACANCY ANNOUNCEMENT

EXTERNAL ADVERTISEMENT NO.4 OF 2018

VACANCY: MANAGER- INTERNAL AUDIT [3-5 Year Contract]

JOB SUMMARY

Reporting to the Board and administratively to the Chief Executive Officer, the Internal Audit Manager will manage the overall audit function of BGI to ensure that the institute is provided with an independent and objective assurance service designed to add value and improve BGI's operations. The Internal Audit Manager tracks the implementation of recommended processes designed to strengthen internal controls, drives the risk-based audit plan and leads the audit planning process, prepares audit planning memoranda, identifies and evaluates key risks, and contributes to establishing audit scope.

COMPETENCIES

- Results-driven
- Strong leadership and people skills
- Integrity and trust
- Diagnostic and trouble-shooting capabilities
- Strategic thinking
- Excellent knowledge of auditing and risk management principles and theory
- Excellent knowledge of internal control frameworks such as COSO
- Excellent English written and oral communication skills
- Demonstrated ability to present and explain complex issues
- Demonstrated ability to negotiate and achieve consensus of recommendations to reduce risk or improve operations

QUALIFICATIONS and PROFESSIONAL MEMBERSHIP

A Bachelor's Degree in Accounting/Finance or equivalent

Associate membership of a recognized accounting body (ACCA, CIMA, CA, CIA, BICA) is a pre-requisite

EXPERIENCE

- 8 years post qualification in an audit or risk-based audit environment
- 3 years should have been at senior management level
- Demonstrated knowledge in IFRS and internal audit management practices/standards
- A track record in audit planning, corporate governance and risk management

REMUNERATION

BGI offers a competitive remuneration package that is commensurate with the position. The package includes medical aid, gratuity, group life cover and other fringe benefits.

How to Apply

Candidates are requested to submit application letter and certified copies of certificates with TWO referees to

The Chief Executive Officer
Botswana Geoscience Institute
Private Bag 14
Khama 1 Avenue, Plot 1734
Lobatse.
Or email to recruitment@bgi.org.bw

CLOSING DATE: 27th July 2018.

Note: BGI will respond to candidates shortlisted for interview only.