

The South African Weather Service (SAWS) is a Section 3(a) public entity under the Ministry of Forestry, Fisheries, and the Environment (DFFE) and is governed by a Board. The organisation is an authoritative voice for weather and climate related services in South Africa and is a member of the World Meteorological Organisation (WMO) to fulfil a range of international obligations of the government. South African Weather Service (SAWS) strives to be a Weather and Climate Centre of Excellence providing innovative solutions to ensure a weather-smart region, sustainable development, and economic growth.

The South African Weather Service (SAWS) is therefore seeking to appoint an efficient and enthusiastic person to undertake the role of:

Title: Manager - Internal Auditor

Paterson Grade: D2

Salary total package: R706 689 - R935 594

Centre: Centurion

Ref. WS06/092025

Job Summary:

Reporting to the Chief Audit Executive, the Internal Audit Manager's responsibility will be to assist the Chief Audit Executive in providing independent, objective assurance and consulting services to various stakeholders in the organization.

Key Performance Areas:

- Assist the Chief Audit Executive with the development a flexible 3-year strategic rolling plan and an annual audit plan by using an appropriate risk-based methodology.
- Assist the Chief Audit Executive with regular updates to the Annual Internal Audit Plan based on changes to the Risk Profile.
- To ensure that Internal Audit Plan to takes into account Assurance and Consulting Services.
- Perform Audits as per the Operational Plan approved by the Audit and Risk Committee under the direction and supervision of the Chief Audit Executive. This includes Audits on complex areas/adhoc audits allocated to the Internal Audit Manager.
- Review/Draft pre-audit planning activities.

- Review/Draft Audit engagement/scoping letters.
- Review/Draft audit programs, work papers and reports to ensure compliance with established control procedures and identify potential issues that needs attention.
- Review of staff working papers (planning, fieldwork and reporting) prior to Chief Audit Executive sign-off.
- Develop control deficiencies, review/ draft audit reports and present potential audit findings to audit client management.
- Follow-up on audit findings raised to ensure implementation of audit findings.
- Ensure that Client Satisfaction Surveys are completed at the end of each audit.
- Attendance of Quarterly Management Committee and Audit and Risk Committee meetings.

Required Minimum Education/Training:

- Post Graduate Degree/Diploma in Internal Audit/Related Field
- Membership with the Institute of Internal Auditors (IIA)
- Additional Educational Requirements:
Studying towards a Certified Internal Auditor (CIA) qualification will be an added advantage.

Required Minimum Work Experience:

- A minimum of 6-7 years Internal Audit experience, with at least 2 years management experience.
- Experience in performing Internal Audit's for Public Sector Entities will be an added advantage.

Technical and Behavioural Competencies Required

- Analytical and problem solving
- IIA Internal Audit Standards
- PFMA/TR and Instruction Notes
- Report writing
- Verbal and written communication skills
- Project management

- Advisory and mentoring
- Strategic thinking and business acumen

Please Note:

Register as user on our website using this link: <https://www.weathersa.co.za/home/vacancies> to apply for the above position and upload your (Comprehensive CV with certified copies of qualifications).

Enquiries for the above-mentioned positions must be directed to: Ms Thembisa Bixa, at Tel. (012) 367 6208.

Closing Date: 06 October 2025

This is an EE position and preference will be given to **people living with disabilities and females:** Africans, Indians and Coloureds. The South African Weather Service is an equal opportunity employer. Correspondence will be limited to short listed candidates only. Candidates who have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful.

Record Reference	HCM-ADVERT- WS06/092025
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