

**Position:** **Audit Investigator**

**Department:** **Investigations**

**Closing Date:** **15 February 2019**

### **QUALIFICATIONS & EXPERIENCE**

- CA(SA) who trained in public practice.
- At least Associate Director experience in a medium to large external audit firm.
- Excellent technical knowledge and experience in auditing and financial reporting standards.
- Require an understanding and appreciation of the IRBA's role in protecting the investing public.

### **KEY PERFORMANCE AREAS**

- Investigate complaints lodged with the IRBA against registered auditors and prepare reports for the Investigating Committee providing an analysis of the matter and the alleged unprofessional conduct.
- Prepare proposed charge sheets on matters for the Investigating Committee, where unprofessional conduct has occurred.
- Attend Investigating and Disciplinary Advisory Committee meetings in order to respond to queries arising from the deliberations of the committees.
- Prepare draft responses to queries arising from Complainants/Respondents on matters investigated.
- Present evidence at Disciplinary Hearings on matters investigated.

### **ATTRIBUTES**

- Unquestionable integrity and objectivity.
- An ability to absorb volumes of documents and identify the crux of the issues, and summarise these succinctly.
- Excellent analytical skills and attention to detail.
- Excellent communication skills (written and verbal).
- Emotionally mature.
- Professional attitude.
- Deadline driven with high levels of accuracy.
- Hard-working person and available outside of normal working hours when required.
- Team player with the ability to work in isolation for extended periods.

CVs must be e-mailed to [hr@irba.co.za](mailto:hr@irba.co.za)

***In compliance with the IRBA's employment equity plans, first preference will be given to candidates from designated groups (Africans, disabled, Indians, Coloureds and females). Correspondence will be limited to shortlisted candidates only. Only candidates who meet the requirements should apply. By applying, the applicant gives permission to the IRBA to perform background, security and reference checks and to verify documents and qualifications. As this position is one of trust and honesty and includes the handling of cash and finances, relevant credit checks will be performed on candidates. The IRBA reserves the right not to make an appointment.***