

ADVERT

Position: Professional Manager
Department: Standards
Closing Date: 22 March 2024

JOB PURPOSE

The main purpose of the job is to lead the development and maintenance of robust auditing and assurance standards. Your expertise will contribute to the enhancement of audit quality, consistency, and alignment with global best practices.

DUTIES / FUNCTIONS

1. **Standard Development:** Lead the development and review of auditing and assurance standards, and development of the IRBA Code.
2. **Technical Expertise:** Stay informed about emerging trends, regulatory changes, and industry developments.
3. **Stakeholder Engagement:** Collaborate with audit firms, professional bodies, and international standard-setting bodies.
4. **Policy Advocacy:** Advocate for rigorous auditing practices and ethical conduct.
5. **Thought Leadership:** Contribute to thought leadership in auditing standards.

QUALIFICATIONS AND EXPERIENCE

- CA(SA) and extensive practical experience in auditing environment.
- Working knowledge of the international and local quality, auditing and assurance and ethics standards.
- Good knowledge of legislation affecting auditors.
- Good people skills and ability to communicate effectively verbally and in writing.
- Experience in standard setting and/or work in an auditing technical environment would be desirable.

SKILLS & PERSONAL ATTRIBUTES

- Commitment to applying your skills and values to advance the protection of the public interest.
- A project manager. Track record in researching, preparing for and running multiple projects, managing resources, deadlines and issues.
- A team player. Experience and success in working with teams.
- Real professional interest in and understanding of technical issues related to auditors and audit firms.
- Proven expertise and experience in technical writing.
- Interest in working and advancing in a technical environment.
- Proficiency in Microsoft Word.
- Attention to detail, especially spelling and grammar.
- Technologically enthusiastic and capable.

- Good facilitation, negotiation and organisational skills.
- Assertive, yet open minded and consultative.
- Good research skills.
- Analytically strong.
- Ability to work under pressure without compromising quality of work.
- Ability to concentrate and to work unsupervised.
- Experience outside South Africa, especially with foreign entities and other reporting or legal frameworks would be desirable.

JOB REQUIREMENTS

- To maintain effective professional stakeholder relationships within the team and across the IRBA, with committees and task group members, CFAS and CFAE members, other regulators, other standard setters and professional bodies.
- To respond to technical queries from committees / task groups and practitioners and general public.
- To provide secretarial services to IRBA Committee meetings and attendance at meetings and active participation - represent director when necessary. To prepare Agenda Papers, quality of attachments and technical guidance contributed.
- To research technical aspects and analyse information for projects as input for the above and keep up to date with new developments in relevant standards and legislation.
- To draft and / or comment on auditing and assurance standards, IRBA Code developments, legislation or any other information which might affect auditors.
- To timeously submit contributions to OPSCOM, Board, MANCO / ARMCO that are technically correct and of high quality.

CVs must be e-mailed to hr@irba.co.za.

The IRBA is an employment equity employer. To comply with our equity plans, preference for this position will be given to African males & candidates with disabilities. Correspondence will be limited to short listed candidates only. Only candidates who meet the requirements should apply. The IRBA reserves the right not to make an appointment. By applying, the applicant gives permission to the IRBA to perform background, security, credit and reference checks and to verify documents and qualifications. Shortlisted candidates may be asked to complete a psychometric assessment before a final appointment is made. 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.

In order to consider any application for employment, we will have to process your personal information. The Protection of Personal Information Act, 4 of 2013 (POPIA) provides that when one processes another's personal information, such collection, retention, dissemination and use of that person's personal information must be done in a lawful and transparent manner.

In order to give effect to the above right, the IRBA is under a duty to provide you with various details pertaining to the processing of any applicants' or their representatives' personal information. These details are housed under the HR Processing Notice, which can be accessed and viewed on the IRBA website: <https://www.irba.co.za/library/popi-act> which HR Processing Notice we request you kindly download and read prior to responding to this Job Advert.

Only CV's received directly from individual candidates or from recruitment agencies appointed by the IRBA will be considered. All suitable candidates who are not registered with recruitment agencies appointed by the IRBA are encouraged to apply for this position directly, to be considered.