



### **VACANCY CIRCULAR NO. 3 OF 2015**

**The Competition Authority** is constituted in terms of section 4 of the Competition Act of 2009. The main purpose of the Authority is prevention of, and redress for anti-competitive practices in the economy. The Authority requires the services of a knowledgeable, highly skilled and self-driven citizen to apply for the following position:

**Position Title: Internal Auditor**

---

#### **Main Purpose of the Job:**

Reporting to the Chief Executive Officer, the job entails to manage and implement the internal audit process. The incumbent will monitor compliance with internal control systems and corporate governance to ensure an effective control environment, identify and monitor risk areas for the Authority, and ensure optimal usage of assets in the organisation.

---

#### **Key Performance Areas**

- Successful audit processes resulting in less business risk and enhancement to business processes and controls
  - An effective business and operational control environment
  - Reduction in non-compliance arising out of internal audit interventions
  - Adherence to corporate governance standards
  - Effective utilisation of resources
- 

#### **Position requirements**

Education:	Degree in Accounting, Finance, Business Administration or equivalent
	Professional accounting qualification such as CA, ACCA and CIMA.
Experience:	At least 7 years experience in internal/external auditing with strong analytical, research and computer skills.

3 years experience at a management level would be an added advantage.

Competencies: Written Communication, Presentation Skills, Planning and Organising, Business Acumen, Judgement and Decision Making, Decisive and Assertive, Teamwork, Impact and Influence, Critical Thinking, Leadership and Management Skills

---

**Remuneration and Terms:** The above position is on permanent and pensionable terms. Competitive remuneration and terms as contained in the General Terms and Conditions of Service of the Competition Authority await the right and most suitable candidate.

**Method of Application:** Candidates who meet the requirements for the above mentioned position should apply and enclose a comprehensive curriculum vitae, certified copies of certificates, copy of Omang and at least two work related references from current or previous employers.

All applications should be addressed to:

**Chief Executive Officer  
Competition Authority  
Private Bag 00101  
Gaborone**

**Or Hand Deliver at:**  
Plot 28, Matsitama Road  
Old BEDIABuilding  
Main Mall, Behind South African High Commission

Applications sent through email or fax will not be considered. For more information regarding this position, please contact the Human Resources Office at 3934278.

**Note:**

*The Competition Authority will enter into correspondence only with shortlisted candidates.*

**Closing date: 25<sup>th</sup> November 2015**