



**Road Traffic**  
Management Corporation

**Physical Address**  
Eco Origin Office Park, Block F  
349 Witch-Hazel Street  
Highveld Ext 79, 0157  
Centurion, Gauteng  
South Africa

**Email:** Info@rtmc.co.za  
**Tel:** (012) 999-5200  
**Fax:** (012) 991-0371

**Postal Address**  
Private Bag X147  
Pretoria, 0001

The Road Traffic Management Corporation (RTMC)  
is an Agency of The Department of Transport and a  
Member of the United Nations Road Safety Collaboration

## **Auditor: Financial & Related Audits**

**Ref No. RTMC/A:FA/2021**

**Package: Market Related**

**Purpose:** The incumbent is responsible for conducting audits, identifying findings, and assisting with the compilation of reports in line with International Standards for the professional practice of Internal Auditing (standards).

### **Requirements:**

Matric NQF Level 4, National Diploma (NQF Level 6) or equivalent •3-4 years' audit or related experience.

**The successful candidate must have, amongst others, the following attributes and competencies:**

- Accountability and ethical conduct
- Quality oriented
- Judgment
- Deadline-oriented
- Task oriented
- Professionalism
- Positive attitude
- Flexibility
- Adaptability
- Initiative.

The incumbent should also be familiar with the Code of Conduct of the Institute of Internal Auditors and ensure compliance with this.



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### **Duties include, amongst others:**

- Regularly engage with stakeholders with the intention to add value
- Gather feedback from stakeholders to improve and optimise service delivery
- Identify issues and problems within allocated area and make recommendations to implement changes as and when required
- Provide updated reports in area of responsibility to Seniors and Managers to support decision-making
- Comply with all audit procedures and methodologies
- Maintain the audit file
- Work with external auditors and other internal assurance providers
- Schedule finance audits with line management according to set Audit plan
- Collect information and audit data in preparation for the finance audit
- Identify, develop, and document audit issues
- Conduct audit tests, document, and communicate audit challenges to the Senior Auditor and Manager
- Compose summary memos and prepare working papers
- Review, analyse evidence and document processes and procedures
- Assist in the preparation of the draft audit report
- Follow up on outstanding tasks and audit issues
- Capture all audit work, audit reports and findings
- Remain up to date with relevant market trends
- Ensure that opportunities are taken on with a “can-do attitude” and with a focus on continuous learning.

To apply please submit a letter of application (no prescribed template), accompanied by a recent Curriculum Vitae as well as certified copies of qualifications, identity document and driving license. **Applications must be forwarded via email to: [rtmc@miltonresourcing.co.za](mailto:rtmc@miltonresourcing.co.za). Candidates are requested to clearly indicate the reference number for the position they are applying for on the email.**



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**NB: Persons with disabilities are encouraged to apply.**

Closing date is the 10 June 2021, and no late applications will be accepted.

The RTMC reserves the right not to make an appointment. Due to the large number of applications, we envisage receiving, applications will not be acknowledged. If you have not received any response from us within 3 months, please consider your application unsuccessful.

Enquiries: Ms. N Thobela (012) 999 5200