



EXTERNAL VACANCY ANNOUNCEMENT

21 SEPTEMBER 2023

The Office of the Auditor-General (OAG) is an independent and autonomous body and is the Supreme Audit Institution in Lesotho. OAG is responsible for auditing government revenue and spending and overseeing public funds' management, quality, and credibility of the government's reported financial data.

OAG invites applications from suitably qualified local candidates for the following position:

JOB TITLE	AUDIT MANAGER
NO OF POSTS	4
RESPONSIBLE TO	DIRECTOR FINANCIAL AND COMPLIANCE AUDITS
RESPONSIBLE FOR	SENIOR AUDITOR

CORE DESCRIPTION

To plan, and manage the audit process, and liaise with audited entities on audit matters.

JOB RESPONSIBILITIES

- a) Acquire working knowledge of the client's business
- b) Interact with key client management to gather information, resolve problems and make recommendations and key processes
- c) Obtain a thorough understanding of the auditing standards and share knowledge and expertise with audit staff and set clear expectations.
- d) Provide key support in articulating audit strategies, developing audit plans, and managing all planning associated with audit engagements.
- e) Review and assures that audit program steps will accomplish the objectives, address major risks and exposures, and will reasonably assure the completion of the assignment.
- f) Address significant accounting and auditing questions raised during the audit by assessing their significance and modifying the overall audit plans and audit programmes as appropriate.
- g) Responsible for ensuring that all audit recommendations on matters raised are plausible and cost-effective.
- h) Monitor the progress of the audit with due regard to compliance with the overall audit plan and the audit programme and that the audit is within the scope and resource allocation limits (hours and dates).
- i) Reviews audit working paper files to verify that sufficient audit procedures are performed, and files have appropriate, sufficient evidence, and are complete, systematically organized and indexed.
- j) Reviews, edits, and approves draft reports before they are handed over to the Director.
- k) Reviews competencies of staff, document the training needs, and recommends relevant training including rotation within Regularity Audit departments.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Chartered Accountancy (CA) plus 5 years' experience in audit work 3 years of which at the middle management level.

COMPETENCIES

- a) Objective and professional
- b) Perseverance and confidentiality
- c) Continuous improvement focused and Quality Focused
- d) Team player and Collaborative