



nampost®

Vision: To be the best at what we do!

Vacancy – Manager: Forensic Audit & Investigations

Division: Inspectorate

Department: Internal Audit

Office: Windhoek

In order to fulfil its vision and objectives, NamPost is interested in a dynamic individual who is passionate about and has forensic skills to be the Manager: Forensic Audit & Investigations.

Primary purpose of position

To develop, implement, continuously refine and align NamPost within an effective fraud risk management framework and supporting approaches to enable all defined areas of business to optimally prevent, detect and investigate fraud, theft, corruption, maladministration and financial crime through the use of appropriate preventive and responsive fraud risk management controls and assessments. Ensure that fraud and potential fraud risks are adequately mitigated and when arising managed through the implementation and embedding of a robust fraud risk management framework and provide business with the tools to manage fraud risk in a manner consistent with regulatory, contractual and business requirement.

Main Responsibilities

- Forensic Audit & Investigations (FAI) Systems and Policy Development, Implementation, Follow-through & Refinement
- Fraud & Forensic Management Programme & Framework (Guiding Annual Plan & Initiatives)
- Fraud & Forensic Investigations, Remedies, Monitoring and Reporting
- FAI Risk Alignment & Advisory Services
- FAI Awareness and Training Services

Educational and experience requirements

Bachelor's degree in Commerce/Risk Management/Auditing or Forensics with a Post Graduate qualification in Fraud Management or Certified Fraud Examiner (CFE designation) as a distinct advantage with a minimum of 6 years' experience in the Forensic Audit and Investigations corporate environment of which at least 3 years should

have been at a supervisory level. A combination of banking, regulatory, consultancy/professional experience will be preferred.

Skills and Knowledge requirements

- Risk-based Forensic Audit and Investigation methodologies and procedures from both process and technology perspective.
- Risk and control assessment skills.
- Interviewing skills.
- Active listening skills
- Good computer literacy knowledge.
- Ability to communicate effectively, verbally and in writing, to clearly express logically reasoned ideas.
- Ability to think clearly and assess matters quickly and to solve problems with minimum deviations and within time
- Ability to make/take calculated and well-founded decisions and to think forward and act accordingly.
- Ability to influence Senior and Executive Management by way of soundly based findings and within risk and probability considerations.

Core Competencies

- Analytical and Logic thinking /reasoning
- Leadership and management skills
- Principled, accountable
- Perseverance
- High energy level, Strong work ethic and Emotional maturity
- Self-starter and dedicated
- Teamwork, Assertive, Observant and Convincing

Other

Must have a valid Code BE Driver's Licence.

Closing Date: 20 July 2018

Candidates who comply with the above criteria and competency areas should submit letters of applications, certified copies of relevant qualifications together with a detailed curriculum vitae to: The General Manager: Human Resources; NAMPOST; P O Box 287; Windhoek. Applicants who do not receive any response within three weeks after the closing date must accept that their applications were not considered favourably.

Note: NamPost is an Equal Opportunity Employer and operates in line with affirmative action guidelines.