



Fixed Term Contract (FTC): 5 years

Location: Pretoria

Division: Office of the Chief Executive Officer

Submit Applications to: executiveCAE@sedfa.org.za

OVERVIEW	<p>Small Enterprise Development and Finance Agency Ltd (Sedfa), a development finance institution responsible for the provision of financial and non-financial support to Micro, Small, and Medium Enterprises (MSMEs) invites qualified candidates to apply for the Chief Audit Executive position.</p> <p>The institution is a merged entity between the Small Enterprise Finance Agency (sefa), Small Enterprise Development Agency (Seda), and Co-Operative Banks Development Agency (CBDA). The entity is listed as a Schedule 3B National Government Business Enterprise, with the State as the sole shareholder and the Department of Small Business Development as the Executive Authority.</p>
NO. OF INCUMBENTS	1
MAIN PURPOSE OF THE JOB	The successful candidate will lead, develop and oversee the internal audit function of Sedfa , ensuring its alignment with corporate governance, risk management, and strategic objectives.
REMUNERATION	Negotiable
REPORTING TO	Reporting to the Chairperson of the Audit Committee (dotted line reporting to the Sedfa CEO).
KEY PERFORMANCE AREAS	<ul style="list-style-type: none"> • Develop an Internal Audit Strategy • Develop policies and procedures aligned to the Internal Audit strategy. • Develop and implement an Internal Audit framework aligned to the Internal Audit strategy • Develop and oversee the implementation of the Internal Audit Charter and methodology • Develop and implement a comprehensive, risk-based audit plan aligned with our strategic objectives and operational requirements. • Design and refine IA coverage plans and audit strategies in harmony with governance needs. • Approve audit plans for operations and IT, ensuring they address relevant risks with suitable scope, resources, and timelines • Identify audit needs based on strategic objectives and the risk profile. • Prepare a three-year rolling strategic audit plan and audit plan for the current year. • Identify appropriate audit methodologies that are available including the use of technology • Compile assurance reports for the Board and its Committees. • Provide management report on the performance of the Internal Audit activities and internal audit engagements • Manage the Division's resources and financial management (People, Finance, and Assets).
REQUIRED MINIMUM QUALIFICATION	<ul style="list-style-type: none"> • NQF Level 8 Internal Audit or Business/Commerce or related (must have). • A Certified Internal Auditor (CIA) or CA (SA) is a requirement / must have.
REQUIRED WORK EXPERIENCE	<ul style="list-style-type: none"> • 10+ years of experience in internal audit, risk management, or governance roles, with at least 5 years' experience should have been in a Senior Management role. • Proven experience in leading an internal audit function at an executive or senior management level with substantial experience preferably in financial service and/or MSME field. • Knowledge and experience of risk management and controls in financial services. • Internal Audit Frameworks, Professional Standards: International Standards for the Professional Practice of Internal Auditing, supported by proven internal auditing experience and other governance and control frameworks.



REQUIRED WORK EXPERIENCE	Able to demonstrate: <ul style="list-style-type: none"> • Understanding of Corporate Governance and King IV • Understanding the DFI environment • Understanding of financial services related legislation. • Operational management • People management • Report writing • Understanding of inter-governmental / departmental relations • Understanding of the strategic delivery requirements of Sedfa • Networking & Stakeholder engagement • Excellent presentation and communication skills • Strong leadership skills to guide and motivate an Internal Audit team. • Experience in managing cross-functional teams and projects. • High ethical standards and integrity in decision-making. • Ability to navigate conflicts of interest and promote ethical practices.
CRITICAL COMPETENCIES	Advanced level of competencies required: <ul style="list-style-type: none"> • Understanding of Corporate Governance and King IV; • Strategic capability • Understanding of Corporate governance principles • Strategic Thinking • Innovation and Problem Solving • Project management • Technology and Digital Transformation • Contract management • Financial management • Risk Management • Ethics and Integrity • Change Management • People management • Quality management • Analytical ability and Decisiveness • Written and Verbal communication • Report writing

NB: Sedfa is committed to the pursuit of diversity and redress. The organisation intends to promote equity and representativity in terms of race, gender, and people living with disability. Previously disadvantaged Individuals are encouraged to APPLY.

- The appointment of candidates is subject to the verification of all their credentials (employment history, educational, financial, criminal, and any other checks as may be necessary).
- Submission of copies of qualifications, Identity document, and any other relevant documents will be limited to shortlisted candidates only.
- Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA).
- All shortlisted candidates for Executive Management posts will be subjected to (1) a technical exercise, (2) a generic managerial competency assessment, and (3) personnel suitability checks on criminal record, citizenship verification, financial records check, qualification verification, and reference checks.
- Shortlisted candidates will be subjected to a pre-employment screening and security vetting to determine the suitability of a person for employment.
- Please note that only shortlisted candidates will be contacted, and if you have not heard from us within three (3) months of submitting your application, please consider it unsuccessful.
- Please note that by applying for this position, you permit **Sedfa** to process your personal information in compliance with POPI ACT.

APPLICATIONS: Candidates must submit the applications to: executiveCAE@sedfa.org.za
Please quote the position in the subject line (email) when applying.

Email for enquiries: executive-inquiries@sedfa.org.za

NB: Applications received after the closing date will not be considered.