**NOTICE OF VACANT POSITION**

## PRINCIPAL ICT AUDITOR

Applications are invited from suitably qualified and experienced personnel to fill the above-mentioned position. The incumbent will report to the Chief Internal Auditor and will be based at Head Office.

## MINIMUM QUALIFICATIONS AND EXPERIENCE

- Degree in Information Technology, Business Studies and Computing Science, Auditing/Accounting or equivalent
- Relevant Professional Qualification (CISA, CIA) is an added advantage.
- At least 3 – 5 years relevant experience in Auditing.

## CORE COMPETENCIES

- Results Focused
- Analytical thinking
- Organisational Awareness
- Concern for order and quality
- Initiative
- Information seeking
- Attention to detail
- Financial & business skills
- Planning and organizing

## SUMMARY OF DUTIES

- Plans and prepares an ICT audit plan for the organisation to enable the identification of key ICT areas
- Plans and conducts all ICT audits in a quality professional manner for the organisation so as to provide assurance that the organisations ICT infrastructure, application systems and governance which enable all ICT risks are mitigated.
- Reviews general control systems surrounding the ICT environment i.e ICT standards and documentation, business intelligence and disaster recovery as well as adherence to ICT policies and procedures.
- Controls and identifies how IT processes are protected and analyses master data in the SAP system.
- Assesses configuration of the SAP system and ensure the system serves its intended purpose for the organisation.
- Ensures reduced attacks on IT resources through, hacking, viruses, cyber bullying and related subjects by giving informed advice.
- Prepare and conduct ICT risk assessment for the organisation.

- Monitor and evaluate the ICT environment for the organisation.
- Assesses continuously the risks involved within the system and devise methods to reduce any loss of information by any means thus maintaining the organisation's institutional memory
- Handles perimeter security so as to ensure protection of files from external threat. The incumbent will monitor access platforms and their functionality
- Ensures alignment of the global best practice by adopting the most relevant IT services framework and recommending relevant ICT information security policies.
- Any other work related duties as assigned by the Superior.

Applications accompanied with detailed Curriculum Vitae and Certified Copies of qualifications should be emailed to **recruitment@gmbdura.co.zw** not later than 12 June 2024. Only shortlisted candidates will be contacted.