

8 REASONS TO JOIN OUR TEAM

1

Great Career Opportunity

We think like a successful start-up that always finds new opportunities to grow and develop our expertise. Our team members love to take on new challenges and seek resources to advance their work and careers.

2

We're smart

With deep innovative talent we succeed in solving complex problems and developing innovative solutions. We don't apologise for being the brightest sparks in the room.

We Win

We dominate our market because we have the best technology in the industry combined with some of the best brains in the world.

3

Remarkable Colleagues

We are team players and enjoy working together. We embrace our diversity and the excellence that accompanies striving beyond the normal. We have fun but never lose focus of our objectives.

4

5

Big Brand Clients

Our technology is used by over 90% of Fortune 500 to help them deliver strategic business value and tangible results.

6

Learning Opportunities

Career development is important. We help you build your skillset by providing in-house training as well as support external training and development.

Global Footprint

We provide opportunities to work with global clients and staff.

7

Amazing Technology & Tools

We have a passion for continuous improvement. New ideas, tools and technology spread through the company fast. We welcome experimentation and encourage risk. This is how some of the best innovations are born

8

The logo consists of the letters 'S' and 'T' in a white, sans-serif font, enclosed within a white square border.

GRC Software Implementation Consultant

Join the dynamic SurTech services team as a GRC software implementation Consultant. Be a crucial part of our team by way of utilising your internal audit and risk management knowledge as well as passion for people, whilst training and implementing our software.

| | |
|-------------------------------|---|
| Reason for vacancy: | Team expansion |
| Reporting to: | Head of Services |
| Management level of role: | This is not a management role |
| Working environment & travel: | Fast-paced office environment. The role is based in Johannesburg, but the individual will spend at least 50% - 80% of their time at clients outside of Johannesburg and possibly across the African continent (maximum of 2-3 weeks at a time). |
| Working hours: | 8:30am to 17:00pm when in the office and will ideally understand that there may be times that they need to work overtime on projects. +When based at client sites, the individual will need to work the working hours stipulated by the client. |

Key deliverables

- Ensure excellent quality of stakeholder engagement, and client relationships.
- Provide world-class Galvanize/HighBond configuration, support, and consulting services to our clients
- Provide training and skills transfer on the software implemented
- Ensure training documentation is of a high quality and continuously being updated.
- Constantly be updated on new releases, features and functionality to train clients as well as internal stakeholders.
- Prepare adequately for client engagements and own all relevant documentation.
- Ensure all internal and external stakeholders are consistently communicated with, and expectations are met and managed.
- Identify and communicate innovations or knowledge that is created / implemented.
- Consistently show the ability to identify risks and issues threatening the success, of your deliverables and understand the impact that it has on your work or project, ensure you think about possible mitigations before raising.
- Ensure excellent productivity in available hours and deliver work within agreed time frames.
- Ensuring that all administrative tasks are completed timeously, namely timesheets, project sign off's, and client communications where applicable.

Technical knowledge, skills & abilities

- Proven, and well-developed technical internal audit knowledge
- Solid experience in writing business rules for internal audit purposes.
- IT-orientated and technology-savvy

Behavioural, soft competencies & skills

- Strong work ethic



- Attention to detail and a passion for accuracy
- Desire to exceed customer expectations
- Good ability to transfer knowledge, and conduct one-on-one training.
- Ability to work under pressure and strict deadlines
- Ability to work independently and self-manage
- Ability to prioritize and remain focused on the job at hand
- Ability to take direction
- Attitude for learning & innovation.
- Display professional business etiquette
- Ability to clearly communicate and manage client expectations
- Excellent ability to develop strong client and stakeholder relationships.
- Self-starter who is pro-active and can both identify project risks and address these successfully

Education & qualifications

- Completed degree in Internal Audit (NQF level 7)
- Galvanize Certification (desirable requirement)

Details of experience

- A minimum of 3 years' experience in an internal audit role
- Experience in Galvanize (ACL) software (desirable requirement)
- Certified Internal Auditor (CIA) (desirable requirement)
- Training/facilitation experience (desirable requirement)
- Audit management software experience (Teammate, BarnOwl, CURA, ACL GRC)
- MS Office

What would make the applicant successful in the role?

An individual who is passionate about internal audit and the value that technology can add to this space. They should be comfortable working independently and building strong relationships with a diverse client base.

We are committed to employing based solely on MERIT, irrelevant of gender, religion or race

For more information, or any questions contact Tamsin Jatho, tamsinj@surtech.co.za



PEOPLE MATTER



RESPECTING EACH INDIVIDUAL
AND THEIR CIRCUMSTANCES

PRECISION



TWO WAYS TO DO THINGS:
THE RIGHT WAY OR AGAIN!

INTEGRITY



DOING THE RIGHT THING, EVEN
WHEN NO-ONE IS WATCHING.

CANDIDNESS



HONEST, FRANK AND OPEN
COMMUNICATION, WITHOUT FEAR.

MERITOCRACY



WHERE THE BEST PEOPLE
AND IDEAS WIN