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|  | **Personal Details** |
|  |  | **Name** | Virginia |
|  |  | **Surname** | Nel |
|  |  | **Identity Number** | 6701250122089 |
|  |  | **Citizenship** | South African |
|  |  | **Cell phone**  | 0720251767 |
|  |  | **Email address** | gina.nel01@gmail.com  |
|  |  | **Marital Status** | Married |
|  |  | **Dependants** | No dependants |
|  |  | **Home Language** | Afrikaans |
|  |  | **Other Language/s** | English |
|  |  | **Home Address** | 999 Weaver Street, Montana Park, Pretoria |
|  |  | **Driving License** | Code 08 |
|  |  | **Hobbies/interests** | Photography, psychology, reading, books, arts and crafts, camping, gardening, music, walking and much more. |
|  | **Career Objective** | To explore **new career** opportunities; to be in a demanding and challenging role that will enable me to progress in my career; to achieve professional potential and to add value. |
|  | **Profile** | I am a successful and focused professional with excellent client-facing skills. I am seeking a new career field and a challenging role that will enable me to extend my IT auditing skills, and provide a rewarding and stimulating long-term career. |
|  | **Qualifications Summary** | * Certified Risk and Information Controls (CRISC) certification
* Higher Diploma in Computer Auditing
* Degree in Business Information Systems
* Grade 12
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|  | **Experience Summary** | 12 years of IT audit experience in systems development (SDLC), application- and general controls in the telecommunications industry within the internal audit department auditing IT controls over financial reporting. I have also obtained IT audit consulting experience at; The University of Pretoria, reporting to the Head of Neonatology Intensive Care unit (NICU), analysing and improving on medical business processes; Sekela Consulting, reporting to the IT Audit Senior Manager, in the role of project leader on an application controls review at the City of Tshwane on asset management procedures; Indyebo Consulting, reporting to the CEO Indyebo Consulting in the role of IT audit manager auditing IT general controls at the Department of Transport and Public Works obo the Auditor General, Western Cape. I was also part of a PriceWaterhouseCoopers consortium internal audit project team, reporting to the PWC IT Audit Associate Director in the role of IT audit manager responsible for general controls review, operating systems security review and performing application controls review at The Department of Rural Development and Land Reform; National Geospatial Information department.  |

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| **Transferrable Skills** |
| * Communication
* Management
* Strong work ethnics; self starter and motivated
* Interpersonal; work well in teams and individually
* Express and debate views with management/clients/colleagues
* Project management
* Prepare and deliver reports and presentations
* Deal with situations in a flexible, calm and resilient manner
* Take initiative, detect problems and propose practical solutions
* Excellent time management;- planning and scheduling workload; researching project objectives and customer needs; preparing for client visits; allocation of time to prepare reports and other administrative duties; delivering projects within budget and time targets
* Maintaining client satisfaction in order to promote long term relationships and a value added service
* Travel- Cape Town, Port Elizabeth, Bloemfontein and Gauteng
* Comprehensive computer skills; word processing, spreadsheet, presentation, database, Internet/Intranet, MS-Visio, Visual Basic beginners etc
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| **Company** | **Indyebo Consulting, IT Audit, Midrand** |
| **Period:**  | 01 July 2012 – 31 July 2012  |
| **Position:** | IT Audit Manager |
| **Reason for leaving:**  | Contract position |
| **Duties and responsibilities:** | IT audit manager on IT general controls, operating systems security review and application controls review:* Part of the PWC Consortium responsible for IT general controls, operating systems security review and application controls review at DRDLR, National Geospatial Information department in Mowbray, Western Cape. High level audit objectives:
	+ General controls follow-up review (IT governance, user access controls, program change control, facilities and environmental controls, data centre management and IT service continuity).
	+ Operating systems security review
	+ Application Controls Review - automated transaction life cycle; including origination, authorisation, system processing, output, and report distribution for the following sections;
		- ACR Survey Services
		- ACR Mapping Services
		- ACR Geospatial Information and Professional Support
		- ACR Geospatial Information Data Management.
	+ Overall project management
	+ Weekly status reports
	+ Hand over of finalised PWC TeamMate electronic audit file.
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| **Company** | **Indyebo Consulting, IT Audit, Midrand** |
| **Period:**  | 23 April 2012 – 30 June 2012  |
| **Position:** | IT Audit Manager |
| **Reason for leaving:**  | Contract position |
| **Duties and responsibilities:** | IT audit manager on IT general controls and operating systems security review.* Part of the Auditor General, Western Cape Consortium responsible for IT general controls review at the Department of Public Works and Transport, Cape Town CBD. High level audit objectives of the IT general controls review:
	+ IT Governance
	+ Security Management
	+ User Access Controls
	+ Program Change Controls
	+ Facilities and Environmental Controls
	+ Data Centre Management
	+ IT Service Continuity
	+ Overall project management
	+ Weekly status reports
	+ Hand over of finalised AG’ TeamMate electronic and hard copy audit files
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| **Career History** |
| **Company** | **Sekela Consulting, IT Audit, Woodmead and Centurion** |
| **Period:**  | 01 March 2012 – 15 April 2012  |
| **Position:** | Supervisor, IT Audit |
| **Reason for leaving:**  | Contract position |
| **Duties and responsibilities:** | Project leader on asset management application controls review:* The main objective of the CoT IMQS application control review on the automated asset management system functionality was to assess the ability of IMQS to undertake the key asset management steps in the CoT asset management lifecycle with a focus on:
	+ Automated transaction life cycle; including origination, authorisation, system processing, output, and report distribution. E.g., all required asset management data is captured and maintained; the IMQS provides for structured interaction between key role-players; automated asset tracking and monitoring is enabled; the system provides for a full audit trail of events and operational and historic reports are available.
* Additional areas of focus included application level security, system configuration and system interfaces.
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| **Company** | **University of Pretoria, Paediatrics and Child Health Department, Pretoria** |
| **Period:**  | June 2011 – August 2011  |
| **Position:** | Senior Administrative Officer,  |
| **Reason for leaving:**  | Contract, half day position |
| **Duties and responsibilities:**  | * Business process analysis and improvement.
* Act as liaison between Steve Biko Hospital dieticians, NICU and SBH IT department wrt information technology requirements.
* Other: Student administration, and
* Examination invigilator
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| **Career History continues…** |
| **Company** | **Post voluntary severance package** |
| **Period** | June 2010 to May 2011 |
| **Duties and responsibilities** | Obtained ISACA’ Risk and Information Systems Control (CRISC) certification. Enrolled at the Programme Management Institute, source courses to attend in project management field and other. Currently enrolled for a digital photography certification. Other: part time work, childcare, arts and craft courses etc. |
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| **Company** | **Telkom SA Head Office, Pretoria** |
| **Period:**  | October 1997 to June 2010 |
| **Position:**  | IT Auditor Management Level, Group Finance, Telkom Internal Audit |
| **Reason for leaving** | Voluntary severance package, June 2010, and seeking new career opportunities and to progress in my career |
| **Grade/Level** | 05, Management |
| **Experience (in years)**   | 12 years of which 6 years management level, 3 years supervisory level and 3 years below management. |
| **Duties and responsibilities** | IT auditing experience in systems development (SDLC), application- and general controls in the telecommunications industry within the internal audit department auditing IT controls over financial reporting, with specialisation in SDLC and business process reviews.**[Detail information to be supplied on request]** |
| **Business experience** | * Awarded the “*Name in Lights* *Service Excellence*” certificate in appreciation of excellence service on an SDLC project implementation; SAP R/3 ER. I was part of the project team assisting with business process analysis and internal application controls.
* Performed SDLC risk manager role on project team for upgrade of Telkom’s SAP system.
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**Professional Membership and Qualifications**

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| **Institute:****Institute:****2011** | **ISACA (Information Systems and Control Association)****PMI (Project Management Institute)****Information Systems Audit and Control Association (ISACA)**Certification: **Certified in Risk and Information Systems Controls (CRISC)*** Experience with risk identification, assessment and evaluation; risk response; risk monitoring;
* IS control design and implementation; and
* IS control monitoring and maintenance.
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| **2002 - 2006** | **University of Technology Tshwane, Business Information Systems** Qualification: **Baccalaureus Technologiae**Information Systems Technologies IV, Business Information Systems IV, Systems Development and Design IV, Networks and Distributed Systems IV, Information Technology Management IV, Multimedia and the Internet IV |
| **2000 - 2002****1998 - 2000** | **University of the Witwatersrand, Computer Auditing**Qualification: **Higher Diploma**.Computer Auditing, Systems Analysis Design, Control and Audit, Computer Assisted Audit Techniques, Computer Security Reviews, Information Analysis and Management System Software, Internal Audit Perspective, and Thesis: Re-Inventing the Wheel? E-Commerce Risks, Audit and Security.

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| **Additional Information:*** *Awarded**the higher diploma in Computer Auditing Prize for the best research*

*report, University of the Witwatersrand*.**University of South Africa, Informatics**Qualification: BComm*(Not completed, changed studies to higher diploma at Wits)*Subjects passed: Information Systems; End-User Computing; Introduction to the Economic and Management Environment; Accounting concepts, principles and procedures; Economics; Business Management; Ind Psychology etc. |

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| **1996** | **Pretoria West High School, Grade 12**Subjects: Afrikaans, English, Business Economics, Accounting, Mercantile Law, Biblical Studies**[Additional - Courses: Detail information to be supplied on request]** |

**Other**

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| **Availability** | One week’s notice |
| **Rate per Hour (If Contract Position):** | Negotiable |

**References**

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| **Name**  | **Title** | **Contact Number** |
| **Refiloe Ramaphakela** | Associate Director, IT Audit, PWC | 011 797 4576079 522 4251 |
| **Stanley Pautz** | Senior Manager, IT Audit, Sekela Consulting | 082 451 7872 |
| **Herbert Marime** | Senior Manager, Internal Audit, Sekela Consulting | 083 680 4813 |
| **Prof Wilma de Witt** | Head: Paediatrics and Child Health, University of Pretoria | 083 269 0010 |
| **Sayeeda Khan** | Executive, Internal Audit Telkom | 079 511 2929  |
| **Mohamed Dukander** | Group Executive, Internal Audit Telkom | 082 373 4699 |

**\*End \***

**\*Curriculum Vitae V Nel\***