**FROM: PAUL McKINNEY Ref: I/C 11/25**

**DATE: 11 FEBRUARY 2025**

**TO: INTERCHANGE MEMBERSHIP (Non-NICS organisations)**

# Secondment Opportunity with

**the depatrment of finance (DoF)**

**internal auditors (x4)**

**(NICS Internal Audit Services)**

1. I have attached an Interchange Hosting Proforma outlining the details of the above opportunity and ask that you consider bringing it to the attention of staff in your organisation who would be eligible to apply. Full details are also available on the Interchange Website.

Eligibility

1. This opportunity is aimed at individuals at lower middle management level who have the relevant skills and experience to undertake the duties outlined.

Salary

1. DoF will meet the salary and associated costs for the roles and depending on the qualifications held salary will be in the range £36,163 to £38,990 (under review).

Duration

1. Secondment – for one year with the possibility of an extension, subject to the agreement of all parties
2. Location

The NICS Internal Audit Services has locations in Belfast city centre, Stormont, Bangor and Londonderry/Derry and there are currently opportunities to work across all of these locations. Location preferences can be discussed with the successful applicants.

Authorisation

1. All applications **must** be accompanied by authorisation from both your Line Manager **and** Interchange Manager, and confirmation that your parent organisation is willing to release you if successful.

How to apply (process for **non**-NI Civil Service organisations)

1. Interested staff should complete a candidate proforma, available at [www.interchangeni.org.uk](http://www.interchangeni.org.uk) and return it to the Interchange Secretariat by email at: interchangesecretariat@finance-ni.gov.uk by **5.00pm on Friday 28 February 2025;** otherwise I will assume a nil return.

GDPR

1. Your information will be held and managed in accordance with the Data Protection Act/GDPR policies and procedures, including those relating to retention and disposal will be applied; the information will be used only for the purposes of this secondment, and will only be shared with any relevant third parties only with the explicit permission and assurance of NICSHR.

Further Information

1. For further information about the post please contact Tracey McCavigan by telephone on 02891 729669 or by email on tracey.mccavigan@finance-ni.gov.uk

**Paul McKinney**

**Interchange Secretariat**