

Manager, Internal Audit

Job Description	
Job Title	Internal Audit Manager
Directorate	Internal Audit Director
Job Level	Manager
Reports to	Director, Internal Audit
Supervises	Audit team
Role Summary	
The role holder is responsible for co-ordinating and supervising the activities of the Internal Audit Unit of the organisation, to ensure effective and efficient internal control systems.	
Key Accountabilities	
<ul style="list-style-type: none">Assist in the development of organisational Risk Management PlanPlans financial, regulatory, compliance or operational reviews/auditsPeriodically analyse and evaluate the effectiveness of the control system in place to mitigate risk and promote the control culture of the organisationConduct performance audit and special audit investigations as and when necessary, or upon request by an appropriate authority;Liaise with all departments within the organisation to ensure effective and efficient auditing of operations;Coordinate audit activities with external auditors;Recommend changes in policies and procedures in a way that shall impact positively on the achievement of the goals and objectives of the Audit Unit in the organisationMonitor and review performance of every year;Examine and report on the organisation's fixed assets register from time to timeUndertake any other duties that may be assigned from time to time.	
Experience & knowledge	
<ul style="list-style-type: none">Minimum of a Bachelor's degree in a relevant fieldFull professional accounting qualification (ICA, ACCA or equivalent)	
Technical skills, abilities & qualifications	
<ul style="list-style-type: none">At least 9 years post qualification working experience with 3 years in a managerial positionConsiderable knowledge of accounting principles, practices, procedures and generally accepted auditing standardsComprehensive knowledge of legal and regulatory requirementsResults-oriented with strong analytical, problem-solving, and decision-making skillsExcellent communication (written and verbal) and interpersonal skillsAdvanced computer literacy skills - MS Office (Word, Excel, PowerPoint)	

Thank you