

# Chief Internal Auditor

Job

Position Title: Chief Internal Auditor
Position Grade: V
Reports to: Functional Reporting to Audit Committee, Administrative Reporting to CEO
Advertisement Date: 20th March 2025
Last Date to Apply: 06th April 2025

Main Purpose (Role Summary)
<ul style="list-style-type: none"><li>The role of Chief Internal Auditor is to evaluate the internal controls, risk management and governance processes of the company and provide recommendations to management for improvements. The role involves preparing and implementing a risk-based audit plan, working with the Audit Committee, guiding the internal audit team, and ensuring performance of audit as per approved audit plan.</li></ul>

Principal Accountabilities (Duties & Responsibilities)
<ul style="list-style-type: none"><li>Chief Internal Auditor is responsible for developing an effective and concrete internal audit system. Furthermore, it is also his/her responsibility to implement the audit system &amp; to ensure its transparency.</li><li>Chief Internal Auditor has the responsibility to monitor any dissents or variances in the overall and departmental budgets and to recommend measures for the correction and elimination of these variances.</li><li>The position is responsible for developing a strict compliance mechanism to avoid any discrepancies and corruption at any level. Moreover, the effective implementation of this mechanism is also the responsibility on the part of the Chief Internal Auditor.</li><li>It is the responsibility of Chief Internal Auditor that the audit program should be performed with proficiency and due professional care, in compliance with the high standards of honesty, objectivity, diligence and loyalty, complied with international practices.</li><li>Chief Internal Auditor is responsible for designing and generating the internal audit reports in such a way that these reports could help the external auditors in conducting the external audit periodically.</li><li>It is the responsibility of the Chief Internal Auditor to ensure that issues identified by external auditors, internal auditors and commercial audit are followed up on and corrective action are taken on timely basis, and conducting follow up audits to monitor management’s interventions.</li><li>In order to ensure effective, efficient and transparent operations of the Company, Chief Internal Auditor will provide assistance and advice to the management in development of structures, policies and plans, taking into consideration the errors and flaws found during Internal Audit</li><li>To provide liaison with Commercial Auditor for Audit Para verifications, and providing support to management in DAC /PAC meetings</li></ul>

Knowledge, Qualification, Skills, and Experience
<p>Qualification and Experience</p> <ul style="list-style-type: none"><li>The ideal candidate must be a member of a recognized professional accounting body with qualifications such as CA/CPA/ACMA/ACCA/MBA (Finance) from a reputed local or international university/institute.</li><li>At least 5 years of relevant experience in auditing, and risk management, designing of internal control procedures, and effective compliance of financial reliability in the public/private sector.</li><li>Understanding of Governance, Risk &amp; Risks Controls especially in SOEs or public sector projects.</li><li>Candidates holding Certification in Internal Auditor or Fraud Examiner or Internal Control Auditor will be considered as an added qualification</li></ul> <p>Knowledge/Skills</p> <ul style="list-style-type: none"><li>Expertise in auditing standards and frameworks (IIA, IFRS, ISA).</li><li>Analytical thinking, critical evaluation, and problem-solving skills.</li><li>Effective planning and time management abilities.</li></ul>

Additional Requirements
<ul style="list-style-type: none"><li>Age Limit: Applicants must not exceed 50 years at the time of submission of the application.</li><li>Only those candidates should apply who fulfill the Fit and Proper Criteria of State Owned Enterprises (Operations and Management) Act 2023 and are eligible in terms of Companies Act 2017 and all applicable Rules and Regulations.</li><li>Shortlisted candidates will be required to submit a prescribed “Affidavit/ Undertaking” on non-judicial stamp paper as and when required.</li><li>Copies of the degrees/testimonials, duly verified by the Higher Education Commission or the professional body or association, whichever is relevant, shall also be required to be submitted by the shortlisted candidates.</li></ul>

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