

**MINISTRY OF FINANCE
VACANCY FOR INTERNAL AUDITOR II
INTERNAL AUDIT UNIT - MINISTRY OF FINANCE**

Applications are invited from suitably qualified Bahamians to fill the aforementioned accounting position in the Internal Audit Unit (New Providence), Ministry of Finance.

Minimum Qualifications Required:

Applicants must possess:

- Bachelor's Degree in Accounting (from an institution accredited for Government's purposes), with a minimum of four (4) years' relevant experience OR
- Professional accounting designation such as Certified Public Accountant (CPA)

Job Summary:

Carry out internal audits on the accounting system operated by the Treasury Department and those Ministries and Departments supporting Treasury Department's system.

Specific Duties and Responsibilities of the post include:

Under the general guidance provided by Director of Internal Audit/Chief Audit Executive:

- i. Supervise the work and train Junior Auditors, ensure working file completion and call over of draft reports with Junior Auditors.
- ii. Plan the theory and scope of the audit assignment and prepare the audit plan.
- iii. Conduct internal audits on the financial accounting system and procedures of the Treasury Department using prepared/approved audit programmes.
- iv. Conduct the internal audit on the financial accounting system and procedures of the various Ministries and Departments which support the Treasury Department's financial accounting system.
- v. Assess the internal accounting controls for the areas under audit.
- vi. Determine the compliance with established laws, policies and procedures for the areas under audit.
- vii. Make oral presentations to managers during and at the conclusion of the audit, discussing deficiencies and recommending corrective action.
- viii. Prepare formal written reports, express opinions on the adequacy and effectiveness of the system and evaluate the efficiency with which activities are carried out.
- ix. Provide recommendations for correcting unsatisfactory conditions.
- x. Perform any other duties assigned.

Successful candidates will be appointed on a contractual term of two (2) years (with gratuity payable upon satisfactory completion of the contractual period).

Salary will be in the range of \$43,750 – \$52,150 per annum and commensurate with qualifications and experience.

A resume and a completed Government Employee Application form may be obtained from <https://bit.ly/3gdxEkN> and returned to mofjobs@bahamas.gov.bs by 4:59 p.m. on Friday, 30th April 2021.

Please place the job title in the subject line when submitting your email (e.g. Job Application: Internal Auditor IV) Include Proper contact details (email address, telephone contact etc.) should we need to reach you. Applicants that do not meet the minimum qualification requirements will not be considered.