



**MINISTRY OF FINANCE
VACANCY FOR INTERNAL AUDITOR IV
INTERNAL AUDIT UNIT**

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

Minimum Qualifications Required:

Applicants must possess

- Associate's Degree in Accounting (from an institution accredited for Government's purposes), with minimum of five (5) years' relevant experience
- Bachelor's Degree in Accounting (from an institution accredited for Government's purposes), with a minimum of two (2) years' relevant experience
- Preference will be given to persons with the Bachelor's Degree in Accounting, but consideration will be given to persons with Associate's Degree in Accounting with strong prospects
- Salary will be in the range of \$32,550 to 40,850 per annum and commensurate with qualifications and experience

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. Plan the theory and scope of the audit assignment and execute the audit plan in accordance with supervision from senior auditors.
- ii. Conduct internal audits on the financial accounting system and procedures of the Treasury Department.
- iii. 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.
- iv. Assess the internal accounting controls for the areas under audit.
- v. Determine the compliance with established laws, policies and procedures for the areas under audit.
- vi. Make oral presentations to managers during and at the conclusion of the audit, discussing deficiencies and recommending corrective action.
- vii. Prepare formal written reports, express opinions on the adequacy and effectiveness of the system and evaluate the efficiency with which activities are carried out.
- viii. Provide recommendations for correcting unsatisfactory conditions.
- ix. Perform any other duties assigned.

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

Government Employee Application forms may be obtained from www.bahamas.gov.bs and returned to mofjobs@bahamas.gov.bs by 4:59 p.m. on Wednesday, 30th June 2021.