

# JOB ADVERTISEMENT

**POSITION:** Internal Auditor

**REPORTS TO :** Board / CEO

**SUPERVISES :** None

**LOCATION:** Aiwo Main Office

Nauru Utilities Corporation (NUC) is seeking to engage a suitably qualified and experienced person for the position of Internal Auditor within the organization.

We are looking for an objective Internal Auditor to add value and improve our operations by bringing a systematic and disciplined approach to the effectiveness of risk management, control, and governance processes.

The successful candidate will possess a thorough knowledge of accounting procedures and a sound judgement.

The purpose of this job is to assist in providing independent and objective evaluation of the NUC’s operational activities against the corporation’s policies, procedures, professional standards and statutory requirements.

Competitive salary + opportunity for annual incentive.

Being able to work and learn amongst some of the best experts in the industry.

Flexibility + access to professional development + uniform.

# KEY RESPONSIBILITIES AND TASKS

* Perform and control the full audit cycle including risk management and control management over operations’ effectiveness, financial reliability and compliance with all applicable directives and regulations.
* Determine internal audit scope and develop annual plans.
* Obtain, analyze and evaluate accounting documentation, previous reports, data, flowcharts.
* Prepare and present reports that reflect audit’s results and document process.
* Act as an objective source of independent advice to the NUC Board to ensure validity, legality and goal achievement.
* Identify loopholes and recommend risk mitigation measures and cost savings.
* Maintain open communication with management and Board of NUC.
* Document processes and prepare audit findings and reports.
* Conduct follow up audits to monitor management’s interventions.
* Engage to continuous knowledge development regarding sector’s rules, regulations, best practices, tools, techniques and performance standards.
* Conduct regular internal audits on the application of and adherence to NUC procedures, policies, budgets, operating framework requirements as may be applicable to the technical areas and advising the Board and senior management on areas for improvement and/or any non-conformities.
* Providing internal audit service as may be requested by the Board.

## Academic Qualifications

* Bachelor Degree in Accounting, Finance, Commerce, Economics, or other relevant qualification and experience.

## Professional Qualifications

* CPA K, Certified Internal Auditor (CIA), equivalent qualification is an added bonus.

## Experience

* Working experience as Internal Auditor
* Advanced computer skills on MS Office, accounting software and databases
* Ability to manipulate large amounts of data and to compile detailed reports
* Knowledge of auditing standards and procedures, laws, rules and regulations
* High attention to detail and excellent analytical skills
* Sound independent judgement

For more information, please contact **enquiries@nuc.com**.**nr** or on mobile: **5574059**

**Applications close on** **24 December 2021**

**Please note applications may be short-listed and progressed prior to the closing date.**

At NUC, we want our people to reflect the community we operate in, and encourage applications from a diverse range of people, backgrounds and experiences.