



EXCITING CAREER OPPORTUNITIES

The Management University of Africa (MUA) is a private University in Kenya with its main campus in Kisumu, Kajiado County and a campus in South C, Nairobi. We envision being a premier University providing Management and transformative leadership solutions worldwide. We are looking for a dynamic, self-driven and result oriented professionals to fill the following position:

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1.0 INTERNAL AUDIT SERVICES- RE-ADVERTISEMENT

JOB PURPOSE:

The incumbent is responsible for planning, executing and completing assignments according to established Audit Plan and schedule. He/she shall recommend appropriate internal control improvements that may include operational enhancements or efficiencies and the preparation of audit reports as well as documenting controls.

KEY DUTIES AND RESPONSIBILITIES

- Manage the Internal Audit Plan through formulation and execution of effective audit programs to help provide assurance to compliance with applicable laws, regulations and Institute policies and procedures
- Carry out risks assessments and evaluate adequacy of internal controls prior to the execution of an audit program.
- Carry out compliance audits of financial and accounting systems with International Financial Reporting Standards.
- Ensure there is a proper system of documentation of audit test work and working papers in line with established international standards.
- Review the Institute wide utilization of resources and provide assurance on their optimal use.
- Prepare detailed reports on audit findings and make recommendations to improve the institute's operations.
- Follow up of findings and recommendations agreed on during the internal and external audits to ensure their implementation.
- Conduct investigations and special projects where applicable.
- Any other duties as assigned.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- A Bachelor's degree in Commerce or Business or Information System related field. A Master's Degree is an added advantage
- CPA (k) or ACCA CFA
- Certification as a CIA, CISA or any other related professional certification.
- Must be a member of ICPAK
- Membership of Institute of Internal Auditor (IIA) is an added advantage
- 6 years of full-time experience in auditing and accounting

HOW TO APPLY

Interested candidates who satisfy the requirements below should forward their applications accompanied by a detailed CV, email address, day time telephone contact, name and address of three referees. The applications should reach the undersigned not later than **9th February 2024**.

The Management University of Africa is an equal opportunity employer.

THE VICE - CHANCELLOR
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