



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned position.

INTERNAL AUDITOR (LEVEL 5)

QUALIFICATION AND EXPERIENCE: -

- First degree preferable in Accounting, Business Administration, Management, Economics, Legal; Or
- A.C.C.A. Fundamentals or equivalent and no experience; Or
- Qualifications for entry level audit position (FMG/AS1) plus at least two years auditing or accounting experience.
- Auditing certification desirable such as: CIA, CISA, CFE or CRMA.

SKILL REQUIREMENTS/KEY COMPETENCIES

- Knowledge of the International Professional Practices Framework (IPPF) – IIA Standards.
- Good knowledge of the FAA Act, Financial Instructions to Executive Agencies (FIEA), International Public Sector Accounting Standards (IPSAS), and other relevant laws and circulars.
- Familiarity with the accounting cycle, including financial statements and accounting records relating to revenue, expenditure and payroll.
- Knowledge of Risk-Based Auditing and the relationship between risk, control and governance.
- Ability to effectively use computer-aided audit techniques and auditing software such as TeamMate.
- Strong analytical, conceptual and problem-solving skills.
- Excellent interpersonal, interviewing, communication and report writing skills.
- Ability to work collaboratively within a team.
- Ability to work under pressure and meet deadlines.

REPORTING RELATIONSHIP

Reports to: Senior Auditor

PRINCIPAL FUNCTIONS

- Conduct background research and collaborate with the Senior Auditor in preparing audit programmes.
- Perform operational, financial and special audits in accordance with approved audit plans.
- Conduct interviews, review operational procedures and evaluate systems of internal control.
- Obtain, analyse and appraise audit evidence to assess the adequacy and effectiveness of internal controls.
- Prepare and maintain audit working papers in accordance with internal auditing standards.
- Document entrance and exit meetings and other significant discussions during audit engagements.
- Prepare draft audit reports highlighting findings, weaknesses and recommendations for improvement.
- Participate in discussions of audit findings with senior management.
- Maintain confidentiality, professionalism and integrity in the execution of audit assignments.
- Utilize audit management software, including TeamMate, to conduct and document audits.
- Perform pre-audit activities, including leave verification and Board of Surveys.

CURRENT SALARY : \$3,501,526.00 per annum

**Applications should be submitted no later than
Wednesday, July 15, 2026 to:**

**Human Resource Manager
National Works Agency**

140 Maxfield Avenue, Kingston 10

or Application can be sent via email to: Recruitment@nwa.gov.jm

**The Agency thanks all applicants.
Only individuals shortlisted will be contacted**

"Developing Safe, Reliable & Quality Roads"