



# 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:-

- B.Sc. 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/ASI) plus at least two years auditing or accounting experience.
- Auditing certification desirable such as: CIA, CISA, CFE or CRMA

### SKILL REQUIREMENTS/KEY COMPETENCIES :-

- Good Knowledge of the FAA Act, Financial Instructions to Executive Agencies (FIEA), International Public Sector Accounting Standards (IPSAS) and other relevant laws/circulars.
- Knowledge of Risk Based Auditing and an understanding of the relationship between risk, control and governance.
- Familiar with the accounting cycle, its typical functions, common accounting entries, relationship with financial statements and critical accounting records including revenue expenditure and payroll.
- Basic knowledge of the Agency's operations and an appreciation of its policies and practices.
- Ability to effectively use Computer aided audit techniques in the audit process.
- Analytical thinker with good conceptual and problem-solving skills
- Highly developed interpersonal and communication skills.
- Good interviewing, evaluative and report writing skills.

### REPORTING RELATIONSHIP

Reports to: The Senior Auditor

### PRINCIPAL FUNCTIONS:-

- Briefing – on the department/unit to be audited by way of studying relevant files manuals, organization charts, desk instruction etc.
- Collaborate with Senior Auditor to prepare relevant audit programmes and conduct background research.
- Fact-finding – this will include interviewing operational and management staff; examination and interpretation of relevant laws and operational procedures to ensure conformity; ascertain and recording of systems; evaluation of adequacy of systems control.
- Testing – Obtain, analyse and appraise evidential data as a basis for an informed, objective opinion on the adequacy and effectiveness of the system and for the efficiency of the performance of the activities being reviewed.

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

**Applications should be submitted no later than**

**Tuesday, May 13, 2025 to:**

**Human Resource Manager**

**National Works Agency**

**140 Maxfield Avenue, Kingston 10**

**or**

**Application can be sent via email to:**

**Recruitment@nwa.gov.jm**