

## JOB OPPORTUNITY AT STRATHMORE UNIVERSITY

**Job Title:** Senior Internal Auditor  
**Department:** Internal Audit and Compliance  
**Reporting to:** Internal Audit Manager

### Basic job summary:

To be responsible for providing support in carrying out specific audit exercises, regular review of the operational and financial processes, and ensuring compliance with related policies, standards, guidelines, and statutory requirements.

### Duties & Responsibilities:

1. To be responsible for providing support in carrying out specific audit exercises, regular review of the operational and financial processes, and ensuring compliance with related policies, standards, guidelines, and statutory requirements
2. To be responsible for providing support in carrying out specific audit exercises, regular review of the operational and financial processes, and ensuring compliance with related policies, standards, guidelines, and statutory requirements
3. Create awareness of risk management in the University by assisting the Director Internal Audit and Compliance in appointing and training risk champions of the University.
4. Assess the effectiveness of risk management procedures and adequacy of internal controls in order to support formulation and implementation of Risk Management Policy and Procedure.
5. Conduct periodic surveys and reviews to ensure that all departments implement risk management initiatives and that significant gaps in risk management process are closed.
6. Establish and recommend ways of executing audits on internal controls for the purpose of development and effectiveness of operations.

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7. Collaborate with the legal office and the Quality Assurance office to ensure the University's.
8. compliance with all the relevant legislation and regulatory requirements.
9. Support the secretary of the University Council's Audit & Compliance Committee.

## Minimum Academic Qualifications:

- Bachelor's degree in business administration or any other related field from a recognised institution
- Professional certification such as Certified Public Accountant (CPA) or Certified Internal Auditor (CIA) or (CISA) is an added advantage.

## Experience:

- At least 3 years' experience in auditing in a medium to large organization.

## Competencies and Attributes

- Business Acumen
- Critical Thinking Skills
- Excellent Interpersonal and Communication Skills
- High level of Integrity
- Organizational Skills
- People Management Skills
- Problem Solving Skills
- Proficiency in computer assisted audit techniques
- Technical Skills to effectively perform audit activities
- Working knowledge of Internal Auditing Standards

Are you qualified for this position and interested in working with us? We would like to hear from you. Kindly send us a copy of your updated resume and letter of application (**ONLY**) quoting "**Senior Internal Auditor**" on the subject line to [recruitment@strathmore.edu](mailto:recruitment@strathmore.edu) by **19<sup>th</sup> April 2024**.

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Due to the large number of applications, we may receive, kindly note that only the shortlisted candidates will be contacted.

Please be advised that Strathmore University is an equal opportunity employer and does **NOT** ask for money from applicants under any circumstances during its recruitment process. Interested applicants are encouraged to exercise caution upon receiving any such interview opportunity that requires payment of any money.

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