



# Immediate Vacancy Announcement for an Internal Auditor position

**The Ethiopian Economics Association (EEA) seeks to recruit an Internal Auditor on part-time basis**

## **Purpose of the Job:**

To ensure the financial operations of the association are in line with the association's policies, procedures, and applicable laws and regulations by conducting financial audits, and recommending appropriate remedial actions.

## **Main duties and responsibilities:**

- Establish and monitor the achievement of associational objectives,
- Identify, assess and manage risks to the achievement of objectives,
- Assess compliance with organizational policies, procedures, and relevant laws and regulations,
- Ascertain the integrity and reliability of financial information provided to the management and stakeholders including used in decision making,
- Ascertain that systems of control are laid down, and operate to promote efficient and effective use of resources and safeguard assets.

## **Desired qualification and experience:**

The prospective candidate is expected to meet the following minimum requirements:

- Certified Public Accountant, ACCA, Masters in Management, Accounting and Finance, Auditing, Taxation, and Business Administration or related fields.
- Professional certification in Audit or risk.
- A minimum of seven (7) years of solid & proven experience in internal control/audit function in management capacity preferable in similar Associations.
- Demonstrable track record, knowledge and experience working with the various Executive Committees in private and public institutions.
- Have excellent reporting and presentation skills.

For detailed Information please click on the following link [https://eea-et.org/course\\_category/other-publications/](https://eea-et.org/course_category/other-publications/)

**N.B:** The specific working days/ hours, and remuneration will be negotiable depending on hours of work needed for the assignment and experience.

**How to apply:** All interested applicants may submit their application pack (CV, cover letter, and all other relevant official documents) in person to EEA building 3<sup>rd</sup> Floor, Office no. 3-02, located at CMC adjacent to St. Michael Church or send it via P.O.Box:34282, Addis Ababa, Ethiopia.

**Deadline:** The deadline for submission is 10 calendar days from the date of the announcement.

Only shortlisted candidates will be contacted