Job Description

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Job Title
Head of Internal Audit

Job Location
Dar es Salaam

Category
Audit

Job Type
Full Time

Job level
Head of Department

Industry
Banking

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget
-

Max Budget
-

Primary Industry
Banking: 8 Years

Secondary Industry
-

Primary Category
Audit: 8 Years

Secondary Category
-

Certificate
Certified Public Accountant / NBAA

Qualification
-

Summary

Responsible for performing objective, independent, and reliable assessments of the effectiveness of a bank's risk management activities, its compliance with applicable regulations, and its internal control-environment

Responsibilities

- Examine and evaluate the effectiveness and adequacy of the internal control systems.
- Perform review of the effectiveness and application of risk assessment methodologies and risk management procedures.
- Review financial and management information systems, including the electronic banking services and electronic information system
- Review financial reports and accounting records for accuracy and reliability.
- Perform review of means, techniques, or methods of safeguarding assets
- Perform review of system applied by the bank in evaluating its capital vs estimated risk
- Perform evaluation of operational efficiency
- Perform test on both the functioning of specific internal control procedures and transactions
- Perform review on established systems for ensuring codes of conduct, compliance with regulatory and legal requirements, and the implementation of procedures and policies
- Monitor and supervise administrative activities in IAD department to ensure adequate control and cost effectiveness in all activities including manpower and operational activities.
- Spearhead and co-ordinate continuous improvements of operating systems, procedures and policies; thus reviewing, evaluating, investigating, and advising on appropriate systems and internal controls required in the respective departments for the smooth and prudent financial management and running of the Bank's business.
- Perform special investigations as may be required from time ti time.
- Perform any other duties as may be required by the Chief Executive officer of Chairman of the Board Audit Committee

Education & Qualifications

- University Degree in Commerce /Accountancy /Business Administration /Economics /Banking and Finance or equivalent
- A Master's degree and Certification by Institute of internal Auditors (CIA) is an added advantage
- Professional qualification in Fraud examination or related

Requirements

- Professional qualifications in accounting such as CPA, ACCA.
- Minimum of Eight (8) years' of experience in Internal Audit, Three (3) of which in Managerial Position of a reputable Bank /financial Institution of Audit Firm

Reporting To

Board

Driving Licence

Not Required

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