

NUFAIKA SACCO SOCIETY LTD.



P.O. BOX 735-10300, KERUGOYA.

VACANCY ANNOUNCEMENT

Internal Auditor

Nufaika Sacco Society Ltd is a licensed deposit-taking Sacco based in Kirinyaga County. The society wishes to recruit an individual of Kenyan Nationality to fill the position of an Internal Auditor. Reporting to the CEO, the successful candidate will be in charge of the following; -

Duties and Responsibilities.

- Reviewing the credibility and integrity of financial statements.
- Ensuring the financial statements of the SACCO Society have been prepared in accordance with the IFRS, IAS, SACCO Societies Act and the SASRA guidelines. This will also ensure that all the disclosure requirements in accordance with the rules and regulations are also met.
- Ensure that the information contained in the financial statements is complete and reliable for effective decision making.
- Formulating and reviewing internal controls and procedure manual.
- External audit report follow up.
- Act as a link between the external auditor and the audit and risk committee of the SACCO Society. In the event the external audit is being performed, the external auditor analyses the work done by the internal auditor mainly focusing on the independence and integrity of the internal audit function so that they can place some reliance on its work.
- Having fraud detection steps in audit programs; investigating allegations of fraud and reviewing fraud prevention controls and detection processes put in place by management, making recommendations for improvement and on corrections or enhancements needed to maintain and improve effective and complaint operations.
- Maintaining files and supporting documentation for audits and other assignments.
- Identifying and qualifying key business risk estimating the probability of occurrences and the impact on the SACCO Society and making appropriate recommendations.
- Any other lawful duties that may be assigned from time to time.

Qualifications Skills and Experience.

1. Bachelor of Commerce degree – finance or accounting options from a recognized university.
2. CPA (k) or ACCA qualification and valid registration with a professional body.
3. Proficiency in computer application, especially accounting packages and systems.
4. Knowledge of various Sacco software systems will be an added advantage.
5. Possession of a valid (not more than three months old) certificate of good conduct will be an added advantage.
6. Minimum of a 2 years' relevant experience.

7. Self-driven results-oriented and a team player.
8. 25 to 45 years of Age.

How to Apply

If you are up to the challenge, possess the necessary qualifications and experience, please send your application letter including your expected salary, detailed Curriculum Vitae, certificates and testimonials to:

**The Chief Executive Officer
Nufaika SACCO SOCIETY Ltd
P.O Box 735-10300
Kerugoya**

On or Before Tuesday 1st August 2023.