

Principal Internal Auditor, Projects at Communications Authority of Kenya

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Job Description

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The Communications Authority of Kenya is the regulatory authority for the communications sector in Kenya. Established in by the Kenya Information and Communications Act, , the Authority is responsible for facilitating the development of the Information and Communications sectors including; broadcasting, multimedia, telecommunications, electronic commerce, postal and courier services.

Ref. P/IAP/

Responsibilities

Under the supervision of the Deputy Director, Risk Assurance, the Principal Internal Auditor Projects is responsible for providing independent, objective assurance and consulting activity aimed at adding value and improving the operations of the Authority. This role requires expertise

risk management, internal controls and governance processes.

Assist project audit in carrying out internal audit strategies and executing audit plan for projects.

Perform technical audit procedures including identifying risks, developing audit criteria, analysis and documenting audit processes and evidence.

Develop and maintain quality audit programs, audit documentation, and active participation in internal audit continuous improvement initiatives.

Lead and/or participate in project audits and undertake comprehensive planning and risk assessment relating to each project to ascertain audit participation and the audit scope.

Review project implementation activities as per the approved project implementation plan and project contracts.

Understand the authority's strategy/directions, regulatory landscape, market changes and emerging system implementation risks to value add in project review.

Communicate and work with project team/stakeholders to identify project and risks and their mitigations, including the review of systems to determine whether they are in compliance with plans, policies and procedures, and external regulations/laws which could have a significant impact on operations and reports.

Ensure recommendations are clearly presented and agreed to by the management and audit report is prepared and issued promptly.

Assist in projects related investigations.

Participates in the maintenance and documentation of Standards, policies and practices

Follow-up on all audit recommendations that have been agreed upon by the management and validate adequacy of the action taken by auditee to improve controls and project management practices.

Perform ad-hoc review or any other assignments/investigation as directed.

Qualifications

A Bachelor's degree in any of the following disciplines: Commerce (Accounting/Finance Option), Business Management (Accounting/Finance Option), Economics, or equivalent qualification from a recognized institution. Master's degree added advantage.

A minimum of eight years relevant work experience, with a at least three years in a supervisory role.

A Member of the Institute of Certified Public Accountants of Kenya (ICPAK) and Institute of Internal Auditors (IIA) or any other recognized professional body in good standing.

Fulfill the requirements of Chapter Six of the Constitution

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