

Team Lead, Internal Audit at United Bank for Africa (UBA) Kenya

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Company: JobWebKenya

Location: Kenya

Category: business-and-financial-operations

Job Description

United Bank for Africa (UBA) PLC is a leading pan-African financial services institution with a global footprint. We have a clear purpose to be a role model for African businesses by creating superior value for all our stakeholders.

CANDIDATE'S PROFILE

The Audit Officer is responsible for performing the full audit cycle including audit operations of the bank, risk management and control management over operations' effectiveness, financial reliability and compliance with all applicable directives and regulations. Implementing and monitoring audit policies, procedures, practices, programs, and processes

JOB OBJECTIVE

Systematically evaluate the framework for internal control, risk management, regulatory compliance, corporate governance, policies and procedures of the Bank to ensure that the operations of the Bank are carried out in a safe and effective manner.

DUTIES & RESPONSIBILITIES

Assist in the development and revision/update of the annual audit strategy and work plan in conjunction with the Head of Audit.

Ensure the system of internal controls is functioning effectively by conducting protective and constructive audits of control mechanisms, financial records and workflow systems

Prepare appropriate audit tests aimed at addressing identified risks and achievement of desired audit objectives as stipulated in the audit charter

Conduct full audits, spot checks on Head Office departments and Branches.

Document findings (including identified control weaknesses/lapses) and proffer appropriate recommendations to ensure the optimal use of IT to support business objectives in a controlled manner.

Participate in the Departmental meetings and activities as required.

Conduct prompt investigation of frauds, disciplinary issues, whistle-blowing cases and other irregularities that come to the knowledge of the unit.

Ensure all escalated audit exceptions open in the business office and departments are properly closed.

Ensure that open items in the GL accounts are current and reflect the true nature of the products recorded therein.

Ensure prompt and qualitative rendition of relevant reports as may be required by Head, Internal Audit.

Perform other duties as assigned by Head, Internal Audit.

JOB REQUIREMENTS

Education

First degree (or equivalent) in Accounting, Banking & Finance or related discipline.

Masters and/or Professional qualification in accounting e.g. CIA ACCA, CPA, CISA

Experience

Minimum of five years' experience in auditing in a reputable banking institution.

KEY COMPETENCY REQUIREMENTS

Knowledge

Core Banking Processes

Data Gathering and Analysis

Banking Regulatory Requirements

Internal Control/Audit

Business Risk Management

Credit Analysis

Accounting and Tax

Skill/Competencies

Excellent Report Writing & Presentation Skills

Decision Making

Facilitation/Knowledge Sharing

Professionalism/Interpersonal Relationship

Systemic thinking/Innovation

Problem Solving

Time Management/ Prioritization

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