



**VACANCY ANNOUNCEMENT**

Action Against Hunger is a non-governmental organization whose aims and mission are to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **Internal Audit and Ethics Manager** based in Juba

- Position:** Internal Audit and Ethics Manager,
- Reports to:** Country Director (Administratively)  
Head of Internal Audit & Ethics Department (Technically)
- Location:** South Sudan, with support to other Country Offices
- Last Updated:** March 2026
- Start Date:** As soon as possible
- Opening date:** 17 March 2026
- Closing Date:** 9 April 2026

**About Action Against Hunger**

Action Against Hunger leads the global movement to end hunger. We innovate solutions, advocate for change, and reach 28 million people every year with proven hunger prevention and treatment programs. As a nonprofit that works across 55 countries, our 8,990 dedicated staff members partner with communities to address the root causes of hunger, including climate change, conflict, inequity, and emergencies. We strive to create a world free from hunger, for everyone, for good.

Action Against Hunger is part of the Action Against Hunger International network. As an independent NGO, Action Against Hunger currently manages operations in 8 countries: Kenya, South Sudan, Somalia, Tanzania, Uganda, Ethiopia, Zambia, and Haiti.

**About the Country Program in South Sudan**

Action Against Hunger has been operational in South Sudan since 1985, addressing both chronic and acute needs through a comprehensive multi-sectoral approach. Our programs integrate Nutrition, Food Security & Livelihoods, Water, Sanitation & Hygiene (WASH), Protection, and Gender interventions to strengthen resilience and improve community well-being. To implement these programs effectively, Action Against Hunger engages both national and international staff, with a dedicated country team of approximately 100 professionals operating across regional and satellite offices. Action Against Hunger currently operates in four regions: Warrap, Northern Bahr el Ghazal, Pibor and Jonglei states with a robust portfolio of \$15 million per year, covering emergency response, resilience-building, research, and innovation programs to drive sustainable impact. In 2024/2025, the key donors include ECHO, UNICEF, AICS, GFFO, SIDA, EHF, WFP, and other partners committed to supporting humanitarian and development efforts in the country.



## I. SUMMARY OF POSITION:

- The role aims to provide the Action Against Hunger (ACF) Management and the Board with independent and objective assurance that key organizational risks are identified, appropriately mitigated, and controlled; that the Internal Audit and Ethics Unit is relevant, effective, and well-performing; and that appropriate policies and systems are in place to carry out audits and investigations. The role also involves providing advisory services to ACF senior management on the effectiveness of existing management, information, and administrative systems, as well as leading investigations into fraud and corruption cases.
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## PURPOSE:

- To design, manage, and continuously improve ACF's internal audit and ethics unit in compliance with industry standards, best practices, and applicable accounting standards.
- To provide assurance and support to management when developing action plans to address identified weaknesses and risks.
- To lead audits, fraud, and corruption investigations, in line with ACF policies and procedures.

## ENGAGEMENT

- Collaborates with key stakeholders to provide an independent evaluation of ACF's country and regional offices, as well as selected departments' operational and governance activities, to effectively mitigate identified risks and ensure policies, procedures, and processes are adhered to in ACF's operations and governance activities.
- Provides advice and guidance to ACF senior management.
- Actively collaborates with the Head of Internal Audit and Ethics and focal people of the IAE Unit across ACF offices.

## DELIVERY

- To execute internal country and process audits, special reviews, fraud and corruption investigations through overseeing the planning and scheduling of the work, preparation of the reports, identifying the risk areas, and making appropriate recommendations for improved governance, risk management, and internal control.

## II. ESSENTIAL JOB FUNCTIONS

### 1. Internal Audit

- Develop an annual internal audit plan using appropriate risk-based methodology, including risks or control concerns identified by management and the Head of Internal Audit and Ethics.
- Implement the annual internal audit plan, as approved, including, as appropriate, any special mandates or projects requested by management and/or the HIAE
- After each audit, issue an internal audit report to management and any other relevant parties to communicate audit findings, recommendations, and management action plans.
- Follow up on outstanding management action plans for internal and external audits to ensure significant risks and major deficiencies identified are effectively addressed and remediated by management within the mutually agreed-upon timeframe.
- Prepare and present reports to management summarizing the status and the results of internal audit activities.
- Identify key processes supporting financial reporting and assist functional and business process owners in identifying and documenting adequate internal controls.
- Serve as a resource to ACF in identifying the need for and characteristics of adequate control systems.
- Keep management informed of emerging trends and successful internal auditing and ethics practices.



- Identify opportunities for improving ACF's management control, efficiency, and reputation and communicate the same to management.
- Assist the HIAE and management in any other way in connection with the discharge of its duties and responsibilities.

## 2. Investigations

- Assesses received allegations and complaints to determine the possibility of a breach of the ACF Code of Conduct and prepare timely donor disclosures
- Prepare investigation plans and follow through with the plan to effectively implement the investigation process for every case.
- Conduct investigations of possible violations of the ACF Code of Conduct by staff, partners, and suppliers at all ACF offices with objectivity and impartiality to determine the facts, circumstances, and scope of allegations raised.
- Collect, analyze, and document the results of investigations and communicate observations and recommendations as appropriate.
- Provide regular progress updates to the HIAE and country leadership on complex investigations and discuss possible approaches and outcomes.
- Support and guide in-country investigation teams to ensure that the due investigation process is followed for a desirable output.
- Based on the analysis of evidence collected, prepare a detailed report of findings indicating factual findings, agreed management actions, conclusions, and financial impact where necessary.
- Provide and discuss with management recommendations related to investigation findings to improve controls and develop policies/guidelines on lessons learned from the findings.
- Facilitate ACF Code of Conduct awareness for country program staff and partners where necessary.
- Follow up on the implementation status of the agreed management actions of the investigation reports.

## 3. Any other duty

- Perform any other duties as may be assigned by the line manager.

## III. SUPERVISORY RESPONSIBILITIES

None

## IV. FISCAL RESPONSIBILITY

None

## V. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

- The duties of the job require regular job attendance of at least five days per week. Must be available to work outside regular office hours or on the weekends as needed by contact with the missions, mission security, or other obligations
- Must be able to travel as required for standard domestic and international business travel, as well as to the missions if appropriate. Based on the country's office needs, the time spent on field trips will be a minimum of 30% of his/her working time. While visiting the field, the employee may be exposed to precarious settings under high security risks and/or fundamental living conditions and outside weather conditions.

## VI. GENDER EQUALITY COMMITMENTS & ZERO TOLERANCE TO ABUSE

- Foster an environment that reinforces the values of people of all genders, equal access to information
- Provide a work environment where people of all genders must be evaluated and promoted based on their skills and performance
- Promote a safe, secure, and respectful environment for all stakeholders, particularly for children, beneficiaries, and members of staff



- Help to prevent any type of abuse, including workplace harassment, sexual abuse, and exploitation
- Respect beneficiaries, women, men, children (boys and girls), regardless of gender, sexual orientation, disability, religion, race, color, ancestry, national origin, age, or marital status
- Value and respect in all cultures

## VII. REQUIRED QUALIFICATIONS

- Bachelor's Degree or its International Equivalent in Accounting, Business Administration, Finance, Economics, or Related Field
- CPA/ACCA or CIA/CFE qualification is an added advantage
- Membership with a relevant professional body such as IIA, ACFE, and ICPAK
- At least 7 years of professional work experience in investigation, auditing, accounting, or the equivalent, with exposure to various aspects.

## VIII. REQUIRED ESSENTIAL SKILLS AND EXPERIENCE

- Demonstrable experience of managing audits, fraud, and corruption investigations, preferably in an international context and/ or with not-for-profit organizations
- Ability to work effectively in English (Read and write) is a requirement; French and/or Arabic is an added advantage.
- Fraud Investigation Principles and Techniques, including Procurement Fraud, Bribery, Collusion, and Corruption
- Sexual Exploitation and Abuse investigation and interviewing experience preferred
- Excellent judgment, honesty, and Integrity in the highest degree
- Interviewing skills and the ability to interview both witnesses and subjects
- Experience with computers and accounting forensic specialists (having such expertise is a plus)
- Ability to communicate clearly and effectively, both orally and in writing, includes the preparation of clear and concise reports, and work with Microsoft Office applications, including Excel. Proven ability to use relevant data analytics and audit tools
- Demonstrated ability to establish, maintain, and manage relationships with senior management as well as other internal and external stakeholders
- Demonstrable knowledge of the rules, regulations, and donor policies governing award compliance/ regulatory management from the US Government, the EU, ECHO, the UN, and other multinational donors.
- Excellent organizational and time management skills, including an ability to plan multiple priorities, and strong attention to detail
- Ability to remain calm under pressure and adapt to changing circumstances, and a flexible approach/ willingness to take on additional tasks

## IX. Commitment to Anti-Discrimination and PSEA

We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or status as a veteran. The incumbent is required to carry out the duties in accordance with the Action Against Hunger Safeguarding policies (PSEA, Child safeguarding and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.

To apply, please! Send your **Cover letter and CV as one document, your ID card, and only one highest academic document as a second attachment, do not zip your application.** and three professional references to [recruitment@ssd-actionagainsthunger.org](mailto:recruitment@ssd-actionagainsthunger.org). Specifying **\_Internal Audit and Ethics Manager** as the title of your email before **5:00 pm April 9, 2026**, or Hand delivered to Action Hunger Officer Juba located in Afex, (we **strongly recommend online Application**). We do appreciate your interest in working with us; However, only shortlisted Candidates will be invited for an interview.



- We will only receive, accept, and consider all applications submitted through the referred channels above, any applications submitted other than channels stated here will not be accepted & and considered.

Due to the urgency of this position we will review and shortlist received applications.

- *"This Position is Open to South Sudanese Nationals Only"*
- *"Qualified Female Candidates are encouraged to apply"*

