

**VACANCY ANNOUNCEMENT  
FOR  
PART TIME INTERNAL AUDITOR**

**Job Title:** Internal Auditor – Part time (1 position)  
**Report to:** Country Director  
**Starting Date:** As soon as Possible based on donor commitments.  
**Period:** 1 year with provisional period of 3 month  
**Opening Date:** 15 April 2024  
**Application Deadline:** 03 May 2024

50-H-3  
Approved

AID  
*[Signature]*



15/4/2024

**ABOUT ISRAAID**

IsraAID is an international non-governmental humanitarian aid organization headquartered in Israel. Since its founding in 2001 and has since its inception worked in emergency and long-term development settings in more than 60 countries around the globe. Operating in South Sudan since 2011, IsraAID works with communities affected by crises and shocks to help them rebuild their lives. We focus our work on Protection, Health, WASH and Education sectors.

We are currently seeking for qualified, experienced, self-motivated and a highly competent individual or firm to undertake internal audit function for our South Sudan office as an Internal Auditor to be based in Juba, South Sudan.

**JOB PURPOSE**

The Internal Auditor is expected to carry out the internal audit function for the IsraAID programme in South Sudan, and the role is expected to add value to the operations by bringing a systematic and disciplined approach to the effectiveness of risk management, internal controls, and governance processes.

**Key Duties and Responsibilities:**

- Perform and oversee the internal audit function at IsraAID
- Assess IsraAID's risks and the efficacy of its risk management efforts
- Ensure IsraAID is complying with relevant laws, directives and regulations.
- Evaluate internal controls that safeguard IsraAID's assets and make recommendations on how to improve



- Assess processes within IsraAID and identify improvements related to accuracy, efficiency, reliability, and the quality of processes
- Analyze and evaluate accounting documentation, reports, data, etc.
- Assess IsraAID's IT processes
- Act as an objective source of independent advice to ensure validity, legality and goal achievement.
- Identify loopholes and recommend risk aversion measures and cost savings.
- Document process, gather and analyze data and communicate the findings, best practices and recommendations to management
- Conduct follow up audits to monitor management's interventions.
- Engage in continuous knowledge development regarding relevant rules, regulations, best practices, tools, techniques and performance standards.
- Help management to improve organizational practices.
- Provide the highest level of professional service but also maintain the highest ethical standards and due professional care.
- Ensure deadlines and expectations are met.

#### **Requirements and skill:**

- Bachelor's degree in accounting or finance required.
  - Certification, CPA and/or CIA desired.
  - Minimum of five years prior auditing experience in progressively responsible roles.
  - Experience working in the Not-for-Profit industry, INGO sector, and/or grant-supported organizations.
- Proven knowledge of auditing standards and procedures, laws, rules and regulations

**This vacancy is open for individuals as well as audit firms from South Sudan and is a part time position with the successful candidate be expected to provide at least 40 hours of Internal audit service every month.**

#### **ETHICAL STANDARDS**

IsraAID has zero tolerance towards any acts of misconduct and Sexual Exploitation and Abuse. The recruitment process will include all candidates' declarations and reference checks focused on misconduct and SEA.



To apply for this position, please send your CV (Max 2 Pages) to [ssdhr@israaid.org](mailto:ssdhr@israaid.org) or submit your CV and cover letter to IsraAID office in Afex River Camp, Stadium Road Off, Cemetery Road, Juba

Please note that CVs longer than 2 pages will not be considered.

*IsraAID is an equal opportunity employer and female candidates are strongly encouraged to apply. Please note that only shortlisted candidates will be contacted.*

