



Kush Bank

Your trusted business partner



Job Description

Internal Audit Position

Job Title:	Internal Audit Officer	Reports To:	Internal Auditor
Department/Group:	Audit	Direct Reports:	Heads of departments, BMs, BOMs, & all staff
Job Type	Fixed Term (Renewable)	Indirect Reports	Daily
Location:	South Sudan	Travel Required:	Occasionally
Grade:	Grade 4	Date:	29/04/2025

Role Summary

The Internal Audit Officer will assist the Internal Audit Department in conducting audits, ensuring compliance with regulatory requirements, identifying risks, and enhancing internal controls within the bank. The role supports the Head Internal Auditor in evaluating financial and operational processes to promote efficiency, accuracy, and transparency.

Key Accountabilities (Duties and Responsibilities)

Perspective	% Weighting	Output
Planning and executing Audits	20%	<ul style="list-style-type: none">Assists in planning and executing internal audits in accordance with the annual audit plan.Prepares audit working papers and document findings in a clear and concise manner.Assists external auditors and regulatory bodies during audits and inspections.Assists in drafting audit reports, including observations, risks identified, and recommendations for corrective actions.
Enforcing Internal Controls	30%	<ul style="list-style-type: none">Assists in review of financial statements, records, and transactions to ensure accuracy and compliance with banking regulations and internal policies.Conduct tests and evaluations of internal control systems to identify weaknesses and recommend improvements.



		<ul style="list-style-type: none"> Assist in reviewing bank policies, procedures, and systems for potential areas of improvement.
Risk control and mitigation	30%	<ul style="list-style-type: none"> Ensure compliance with regulatory requirements, including Central Bank prudential guidelines and industry best practices. Participate in risk assessments and assist in developing risk-based audit programs. Works closely with the different departments to ensure adherence to internal controls. Follows up on audit findings to ensure timely implementation of corrective measures. Provides support in investigating irregularities and reporting fraud or suspicious activities to relevant authorities.
Collaboration, ethics and confidentiality	20%	<ul style="list-style-type: none"> Work closely with finance teams, operations, compliance departments, and external auditors. Help create a culture of accountability and transparency. Handle sensitive financial information with discretion. Promote ethical standards and ensure financial integrity.

Job Specifications

Bachelor's degree in Accounting, Finance, Business Administration, or a related field (**Mandatory**).

A professional certification (CPA, ACCA, CIA) is an added advantage.

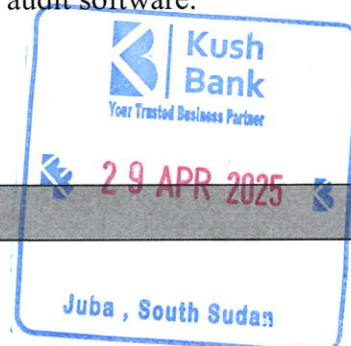
Experience

- Minimum of two years of experience in internal audit, banking operations, or financial control.
- Knowledge of banking regulations, internal controls, and risk management principles.

Technical Competencies

- Understanding of accounting and financial reporting standards
- Proficiency in Microsoft Office (Excel, Word, PowerPoint) and audit software.
- Report-writing skills.
- Understanding various audit procedures
- Proficiency in using data analytics tools and techniques.

Behavioral Competencies



- Good communication.
- Analytical, and problem-solving abilities.
- Professionalism & High Integrity.
- adaptability, and a keen attention to detail.
- Ability to work independently and within a team.

This position is open to qualified South Sudanese candidates exclusively. If you have the above-required competencies, please send your CV, copies of Academic Documents, and an engaging letter by May 20th, 2025 through recruitment@kushbankss.com or hand-deliver your application to Kush Bank Konyo Konyo Offices, Opposite Juba City Council

Due to the urgency of filling this position, applications will be reviewed as they come, and only shortlisted applicants will be contacted

