



CHARITY MISSION CORPS (CMC)

Unite and equalize in building better world for all

Call for Audit Release Date: 9th AUG/2019

Call for Audit proposal

Background.

Charity Mission Corps Popularly Known as CMC is a non-Profit, non- governmental organization registered and recognized by Relief and Rehabilitation Commission (RRC) in the Republic of South Sudan. It was founded by group of qualified south Sudanese Nationals with experiences in working with both National and International organization. The organization was initiated in 2017 and registered in 2018 with an aim of providing development and Humanitarian services to extreme communities affected with poverty and crises by enhancing transformation of their lives and ensuring total health and well-being. CMC is currently implementing the WASH project funded through the South Sudan Humanitarian Fund to respond to the emergency needs of the population in Pibor County former Jonglei State. This SSHF funded WASH project aims at providing equitable water, hygiene and sanitation services to the most vulnerable disaster affected population in Pibor for 6 months working towards alleviating lives and building resilience.

Purpose.

The audit firm will be able to identify predicates in finance and proper uses and practicing including processes, procedures, and compliances accordingly and crosscheck the programme activities per project budget plan. Scope of Work (Some of the key areas that the consultant would need to focus during assessment include:

a) Operational capacities of the organization i.e.

- ❖ Organizational governance & leadership.
- ❖ HR procedures & policies and guidelines.
- ❖ Logistics & procurement procedures, thresholds and guidelines.
- ❖ Financial systems & procedures and guideline.

b) Program development, programing, resource mobilization and organization continuity

- c) Organization principles, values and strategic fit to Charity Mission Corps.
- D) Financial audit should be based on GAFFP general accepted financial policies

Responsibilities.

- ✦ Identifying the gaps and make recommendation both in finance and the programme.
- ✦ Checking at the budget used base on the work plans.



- ✚ Check all documentation both programme and finance and their correspondences with financial manual.
- ✚ Crosscheck the quality of Financial manual both financial and programme reports.
- ✚ Go through quick book and cash book.
- ✚ Budget execution and proper use of resources and focus the way forward.

Application requirements

Interested candidates in the position are expected to provide the following documentation:

- A technical proposal with detailed response to the TOR, with specific focus on addressing the scope of work and methodology to be used
- Sample of previous works on Organizational financial auditing and programme or related work, etc.
- Initial work plan based on methodology outlined, and indication of availability
- A financial proposal detailing the daily rate expected, transportation costs, etc. and initial work plan
- Company profile or CV including a minimum of 3 traceable, recent and relevant references to this task
- Team composition with a lead consultant, and a CV of each person to be involved in the assignment, including relevant experience.

Other Qualification.

- ✚ Diplomacy and confidentiality.
- ✚ Good understanding of all financial forms and format.
- ✚ Experience of developing, maintaining and improving standard.
- ✚ Computer literacy skills/ MS office applications, word, excel, and spreadsheet.

Personal competencies.

- ✚ Good communication networking and interpersonal skills.
- ✚ Ability and willingness to work to work and live under difficult circumstances.
- ✚ Analytical systematic and structured.

NB

Charity mission corps believes in competency and it doesn't select base on nationality or physical appearance.

Audit period span from 1st march 2019 to 31 august 2019.

Qualified firm can submit cv and the application via email kuonycmc@-ss.org and copy charitymissioncorps@outlook.com or hardcopy in our head office Muniki Suk melisin before reaching mosque. Dateline 20, august, 2019.

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