



## **JOB OPPORTUNITIES**

BRAC is the world's largest, leading development organization dedicated to poverty alleviation and empowerment of the poor. Initiated in Bangladesh in 1972, BRAC now operates in 11 countries across Asia, Africa and the Americas. To counter poverty and promote social empowerment, BRAC strategically integrates development programs in microfinance, agriculture, health, education, human rights and legal aid, community empowerment and more.

BRAC Liberia launched in 2008 with programs in Microfinance, Small Enterprise Development, Agriculture, Livestock and Poultry, Health, Empowerment and Livelihood for Adolescent Girls, Psychosocial and Survival Support now impacting the lives of over 560,000 Liberians. BRAC Liberia is looking for competent, dynamic and self-motivated Liberians to fill the following regular positions.

**Position 1:** No. of Vacancies: One (1)

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| <b>Job Title</b>    | <b>: SENIOR AUDIT OFFICER (Reporting &amp; Field Operations)</b> |
| <b>Tenure</b>       | <b>: 1 year (Renewable based on Project and budget)</b>          |
| <b>Salary</b>       | <b>: Negotiable</b>  |
| <b>Department</b>   | <b>: Audit Department</b>  |
| <b>Duty Station</b> | <b>: Monrovia with frequent travel to other field locations</b>  |

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**Key responsibilities:**

- *Advice and supervise the audit activities carried out by the audit team as per the Annual Internal Audit Plan*
- *Collect, review, finalize and submit reports to the HIA in due time*
- *Prepare quarterly summarized report and submit to HIA*
- *Carryout special / investigation audit*
- *Ensure conformity with Internal Audit Manual in all phases of the audit process*
- *Ensure the timely and effective execution of the audit work at all BRAC Liberia audit spots*
- *Prepare monthly Field Visit Roster Plan and track the field visits of the audit team*
- *Ensure that audit engagements are conducted in accordance with the audit work programme and objectives of the audit has been achieved*
- *Carryout any other work assigned by the HIA BRAC Liberia*

Education: BBA (Accounting), Preferably ACCA, CFE, CIA

Experience: At least 4 years' experience in similar position.

All qualified and interested applicants can submit their CVs with three referees, one of which should be your current or most recent employer/line manager along with a cover letter. Applications can be submitted to the email address below with position title on the subject line.

[Recruitment.Liberia@brac.net](mailto:Recruitment.Liberia@brac.net)

Deadline: July 20, 2018

*Please note that only short listed applicants will be contacted and females are strongly encouraged to apply.*