

## **AUDIT MANAGER, PERFORMANCE AUDIT (FMG/AS4)**

### **Job Summary:**

The incumbent will be responsible to lead the conduct of performance audits in various Ministries, Departments and Agencies.

### **Main Responsibilities include:**

- Leading the development of the Unit and Individual Work Plans for staff in the assigned section.
- Preparing and submitting performance audit and special reports, as required.
- Conducting performance audit in accordance with the International Association of Supreme Audit Institution (INTOSAI's) Performance Auditing Standards and practical experience:
  - a. Preparation of briefs for meeting with senior officials of the audited body.
  - b. Conduct of audit survey
  - c. Develops lines of inquiry
  - d. Collection of general data (interviews/files review/observation/analysis)
- Conducting special audits, as required.
- Providing guidance to direct reports to ensure that all Quality Assurance Guidelines are met.
- Liaising with clients and follow-up responses to Auditor General's Annual Report, to provide information and technical support.
- Providing leadership to staff through effective delegation, communication, coaching, performance management, training, assistance and support, as needed.

### **Required Competencies**

- Excellent written and oral communication
- Good interpersonal skills
- Good problem-solving and decision-making skills
- Excellent analytical skills

### **Minimum Required Qualification**

- ACCA Level 2 or 3; or
- Bachelor's Degree in Accounting or Management Studies with Accounting from a recognized University
- Postgraduate training in Accounting is an asset.