

About

To foster trust and promote public confidence in the accounting profession, and increase the credibility of financial reports, improve governance standards, and oversee the quality of audit and assurance engagements.

Terms of Reference for Internal Audit Manager

Position Title: Internal Audit Manager
Department: Internal Audit Department
Reports to: The Board of Directors

Background

The Gambia Financial Reporting Oversight Board (FROB) is committed to ensuring transparency, accountability, and the highest standards of governance in financial reporting. To strengthen its internal control environment, FROB seeks to recruit an experienced Internal Audit Manager to establish and lead the Internal Audit Department.

Key Responsibilities

1. Strategic Leadership:

- Develop and implement the Internal Audit Department's strategic and operational plans, ensuring alignment with FROB's goals and objectives.
- Advise the Board of Directors on governance, risk management, and internal control matters.

2. Audit Planning and Execution:

- Develop and execute a risk-based internal audit plan covering all areas of FROB's operations.
- Conduct audits and reviews of FROB's financial, operational, and compliance processes.
- Evaluate the adequacy and effectiveness of internal controls, risk management, and governance processes.
- **Reporting:**
 - Prepare and present periodic audit reports to the Board of Directors and Audit committee, highlighting key findings and recommendations.
 - Monitor the implementation of audit recommendations and report on their status.

3. Compliance and Risk Management:

- Ensure FROB's operations comply with applicable laws, regulations, and internal policies.
- Collaborate with management to identify and mitigate risks affecting FROB's objectives.

4. **Capacity Building:**

- Establish and manage the Internal Audit Department
- Promote a culture of accountability and continuous improvement within FROB.

5. **Collaboration and Communication:**

- Work closely with external auditors and regulatory bodies to ensure effective coordination and compliance.
- Provide support to the Board and management on internal control issues and improvement initiatives.

6. **Other Duties:**

- Perform any other tasks as assigned by the Board of Directors.

Key Qualifications and Experience

- **Professional Certification:** Must hold a recognized professional qualification such as ACCA, CPA,
- CIA or Masters in Audit will be an added advantage.
- **Experience:** At least 5 years of relevant experience in auditing, with at least 3 years in a managerial or leadership role.
- **Knowledge:** In-depth knowledge of International Standards for the Professional Practice of Internal Auditing (ISPPIA), International Financial Reporting Standards (IFRS), and International Public Sector Accounting Standards (IPSAS).

Skills and Competencies

- Strong analytical and problem-solving skills.
- Excellent communication, reporting, and interpersonal skills.
- Ability to lead and manage teams effectively.
- High ethical standards and a strong sense of accountability.
- Proficiency in audit tools and systems.

Application Process

Interested candidates are encouraged to apply by submitting their CVs, cover letters, and relevant certifications to the CEO at info@frob.gm or by post to 3rd Floor, Futurelec Building Complex, Kotu

FROB is an equal opportunity employer and encourages applications from qualified individuals regardless of gender, ethnicity, or background.