

## **POSITION DESCRIPTION**

### **National Fisheries Authority**

#### **AM3748 - Senior Internal Auditor**

The **National Fisheries Authority (NFA)** is established under its own enabling legislation. It has a regulatory oversight over the Fisheries Sector on behalf of the government of PNG. NFA has international responsibilities in promoting and representing PNG's fisheries interest. NFA also manages international treaties (bilateral & multilateral) on behalf of the government with other third parties where required. Through internal reforms NFA would like to continue to be leader in the fisheries sector in the Pacific promoting sustainable and equitable fisheries development programs.

**NFA** invites applications from highly motivated individuals for the following positions.  
The positions are based in Port Moresby.

#### **Senior Internal Auditor**

This role reports to the Internal Audit Manager and support all internal audit activities under the responsibility of the Internal Audit Manager.

#### **Key Responsibilities:**

- Conduct regular appraisal of the adequacy and effectiveness of NFA's systems of internal control and compliance of the systems including governance processes
- Audit and ascertain the means of compliance with established policies, procedures and by-laws
- Review operations or programs to ascertain if results are consistent with established or appropriate goals and objectives and if the operations and programs are carried out as planned
- Performance audits and appraise utilization of resources with regards to economy, efficiency and effectiveness of implementation outcomes
- Monitor and confirm implementation of recommendations made following audit appraisals, inspection, investigation, examination or reviews
- Coordinate and oversee all risk management activities by recommending development of tools and processes for fostering pragmatic approach to risk management and all levels with NFA
- Recommend improvements in procedures and systems to prevent waste, extravagance and fraud
- Assist with the development of internal control culture including training to staff
- Ensure that project milestones/goals are met and adhering to approved budgets
- Carry out other duties which fall within the broad spirit, scope and propose of NFA's safeguard policies.

#### **Expected Competencies:**

- Minimum qualification of Bachelor's degree in finance or accountancy or related discipline
- Must have financial management experience
- Familiar with the Public Finance Management Act and at least 5 years' experience in internal and external audit and risk management roles and functions
- Knowledgeable and experience in finance and accounting with industry specific and overall business knowledge of internal audit and risk management processes and systems
- Demonstrated experience in researching, preparing and presenting submissions for management decisions
- Excellent written and oral communication skills in English language.

**Applications close COB Friday 12<sup>th</sup> April 2019**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguardpng.com>.
- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.

**Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview**