



**Head Office:** CITAM Parklands, 2<sup>nd</sup> Parklands Avenue, P.O. Box 42254-00100, Nairobi, Kenya  
Tel: +254 709861000 Email: [admin@citam.org](mailto:admin@citam.org), Website: [www.citam.org](http://www.citam.org)

## AUDIT AND RISK MANAGER OPPORTUNITY WITH CHRIST IS THE ANSWER MINISTRIES

Christ Is The Answer Ministries [CITAM] is an English speaking Pentecostal church committed to a holistic Gospel that impacts society in every sphere of life. Currently, CITAM has 25 assemblies in Kenya and 4 outside Kenya and provides quality education through the CITAM Schools and the Pan Africa Christian (PAC) University. The Ministry runs the CITAM Children's Center, Mission Stations in Northern Kenya and provides value-based media services through Hope FM and Hope TV, CITAM Broadcast Service (CBS) and CITAM Church Online among other social media platforms.

### Job Summary

Ensure effectiveness and sustainability of the Ministry by establishing systems that direct a comprehensive Internal Audit and Risk strategy and provide assurance and consulting services in all CITAM operations. The position reports to the Audit and Risk Management Committee of the Board.

### Key Duties and Responsibilities:

- Manage staff and all activities of CITAM's Internal Audit Department ensuring proper and professional planning, execution and reporting.
- Prepare the Annual Audit Work Plan and ensure its full and effective implementation, and prepare the requisite internal audit reports to the Audit and Risk Management Committee of the Board in line with the Risk Based Internal Auditing approach
- Prepare the annual departmental budget ensuring provision of adequate resources to meet the requirements of the department.
- Apprise management of internal audit findings, follow up on the implementation of the external auditors' recommendations to management and report to Audit and Risk Management Committee of the Board.
- Provide consulting services and assessment of the Enterprise Risk Management framework
- Perform ad hoc audits or investigations as may be required by the Management, the Audit and Risk Management Committee or the Board
- Ensure all activities of the department are conducted in compliance to applicable law, professional guidelines and CITAM policies.
- Ensure the existence of an optimal and well-motivated staff team staff which is well trained on contemporary/emerging internal audit issues to improve their effectiveness on work performance.
- Represent the Internal Audit Department at the Board, with oversight agencies and other relevant external organizations and serve as the Secretary to the Audit and Risk Management Committee of the Board.

### Qualifications

- Be a born-again mature Christian who conforms with the CITAM Statement of Faith.
- MBA in a Business-related field.
- Bachelor's degree in Finance or Accounting
- Eight (8) years' relevant experience, five (5) of which should be in a managerial position.
- CPA (K) or ACCA(UK) or CIA
- Member of ICPAK and IIA, in good standing
- Knowledge of ERP and CAATS, CISA and experience working with a para-church or a church organization are an added advantage.

To apply for this position, interested and qualified applicants should send an application and their detailed CV to [hr@citam.org](mailto:hr@citam.org) to be received by close of business on **29<sup>th</sup> September 2022**.

**Only shortlisted candidates will be contacted**