



Head Office: CITAM Parklands, 2nd Parklands Avenue, P.O. Box 42254-00100, Nairobi, Kenya
Tel: +254 709861000 Email: admin@citam.org, Website: www.citam.org

INTERNAL AUDITOR 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

Provide technical support in the review of internal control systems of CITAM and carry out investigations to ensure that the assets of CITAM and its institutions are safeguarded, and that operations are carried out in an efficient and effective manner. The position reports to the Audit and Risk Manager.

Key Duties and Responsibilities:

- Jointly with the Audit and Risk Manager, prepare the internal audit annual work plan according to the RBIA approach.
- Review and appraise the soundness and efficiency of all systems of internal controls, procedures and associated risks, making recommendations for improvement and periodically assessing the suitability, reliability and use of management information.
- Execute assigned activities, coordinate and supervise auditing activities assigned to team members and consolidate timely reports, while ensuring cost effectiveness.
- Follow up recommendations on internal audit findings and report to the Audit and Risk Manager.
- Perform ad hoc audits or investigations as may be assigned and prepare a report to the Audit and Risk Manager.

Qualifications

- Be a born-again mature Christian who conforms with the CITAM Statement of Faith.
- Bachelors' degree in commerce or any related field.
- Five (5) years relevant experience, with two (2) years in a similar position OR Three (3) years' experience in a professional audit firm.
- Professional accounting qualifications such as CPA (K) or ACCA or CIA.
- Knowledge of ERP and CAAT is required.
- CISA is an added advantage.

To apply for this position, interested and qualified applicants should send an application and their detailed CV to hr@citam.org to be received by close of business on **29th September 2022**.

Only shortlisted candidates will be contacted