



INTERNAL JOB ADVERTISEMENT

The National Forestry Authority (NFA) is a Government agency established under the National Forestry and Tree Planting Act, 2003 as a corporate body responsible for sustainable development and management of Central Forest Reserves (CFRs) and provision of technical support to stakeholders in the forestry sub-sector. NFA's vision is "A world class, global leader in sustainable forest management", while its Mission is "To sustainably manage and develop the country's Central Forest Reserves and to provide quality forestry products and services for the socio-economic development of Uganda".

NFA seeks to recruit a qualified Ugandan to fill the following position.

POSITION: INTERNAL AUDIT OFFICER (1 POSITION)
Reports to: Internal Audit Manager
Duty Station: Head Office
Salary Scale: NFA 4
Terms of Employment: Three (3) year contract (Renewable)

Job Summary: To conduct regular checks and detailed reviews of the operations of NFA as per the Audit Policy and Plans, prepare and submit periodic audit reports on the compliance to the Organizational policies and procedures.

Duties and Responsibilities

- Implement the annual audit work plan.
- Conduct financial and compliance audits and track implementation of recommendations and actions.
- Review NFA's operations for compliance with policies and guidelines established by the Board and other regulatory and statutory bodies.
- Provide guidance on internal controls, risk management and governance issues and provide best practices.
- Carry out periodic evaluation of the effectiveness of risk management control and governance processes as well as the reliability of financial information.
- Draft Internal Audit and support risk management procedures in accordance with Global Internal Audit Standards.
- Conduct investigations as required and provide reports and recommendations to Management for Action.
- Serve as a witness in courts of Law or during relevant disciplinary hearings.
- Participate and assist in preparing Audit Reports.
- Perform any other duty as may be assigned by the immediate supervisor.

Qualifications, work experience and interpersonal attributes/competencies

- Bachelor's Degree (Honors) in Commerce (Accounting), Business Administration (Accounting) or BSc (Finance and Accounting) from a reputable University.
- Must possess at least a partial professional qualifications in in any of the following; ACCA, CPA or CIA (Minimum of level 2/part 2)
- At least three (3) years' experience working in an audit or Accounting environment.
- Minimum of thirty (30) years of age.
- Should be highly computer literate.
- Confidentiality and excellent ethical conduct
- Good communication and analytical skills.

- Should be highly computer literate.
- Good auditing, team work and interpersonal skills.

Criteria for application

Interested candidates who meet the above requirements, should submit their applications, certified copies of academic certificates, transcripts and curriculum vitae giving full details of applicants' education, qualifications, experience (with evidence), present salary, three referees with their full postal, e-mail addresses and telephone contacts as well as the candidate's full address and e-mail to the address below not later than close of business on 30th April 2025 or send soft copies to recruit@nfa.go.ug.

Only short listed candidates will be contacted. Any form of lobbying will lead to automatic disqualification.

NFA is an equal opportunity employer and women are encouraged to apply.

Applications should be addressed to:

The Executive Director

National Forestry Authority

Plot10/20 Spring Road, Bugolobi

P.O. Box 70863, Kampala-Uganda

Tel: 0312 - 264035/6; 0414-360400