

## EXTERNAL 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 qualified Ugandans to fill the following positions.

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

**Job Summary:** To conduct regular audits and reviews of NFA operations in line with the Audit Policy and Plans, and prepare assurance and consulting audit reports.

### **Responsibilities and tasks:**

- Implement the annual audit work plan.
- Conduct financial and compliance audits and monitor implementation of audit recommendations.
- Review NFA's operations for compliance with policies and guidelines established by the Board and other regulatory and statutory bodies.
- Carry out periodic evaluation of the effectiveness of Risk Management, Control and Governance processes.
- Draft Internal Audit reports.
- Conduct special investigations as may be required and produce related reports for Management action.
- Perform any other duties as assigned by the supervisor.

### **Qualifications, work experience and personal attributes/competencies:**

- Bachelor's Degree (Honors) in Commerce (Accounting), Business Administration (Accounting) or Science (Finance and Accounting) from a reputable University
- Must have obtained at least level 2 of ACCA or CPA.
- Minimum of three (3) years' working experience in an audit environment.
- Possession of Certified Internal Auditor (CIA) will be an added advantage.
- Minimum of 30 years of age.
- 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 address, e-mail 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 **30<sup>th</sup> June 2021**.

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**