



External Publication of Job Posting

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Job Posting Title

Senior Finance Officer – Audit and Compliance

Start Date

14.09.2017

End Date

14.10.2017

Reference Code

SFOAC03

Job Title

Senior Finance Officer – Audit and Compliance

Organization

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of its organizational structure and the filling of all vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for a position of Senior Finance Officer – Audit and Compliance within the Department for Programming, Budgeting, Finance and Accounting of the African Union Commission.

Department

Post:

Job Title: Senior Finance Officer – Audit & Compliance

Grade: P3

Department: Programming, Budgeting, Finance and Accounting

Supervisor: Director - Programming, Budgeting, Finance and Accounting

Duty Station: Addis Ababa, Ethiopia

Number of Positions: One (1)

Project

Job Purpose:

Overall responsibility for management of audits and ensuring proper and effective implementation of audit recommendations within PBFA

Tasks

Major Duties and Responsibilities:

- Develop, maintain financial and accounting rules and procedures;
- Initiate, propose, manage and implement financial policies in accordance with IPSAS and FRR
- Maintain and update the accounting manual
- Consolidate, coordinate internal and external audits, maintaining of inventory of audit findings and monitoring the implementation and resolution of audit recommendations for all AU offices
- Report periodically to management on the status of implementation of audit recommendations;
- Focal point for all audit and compliance matters
- Initiate and manage the training plan in relation with IPSAS and technical knowledge
- Perform any other related duties as may be assigned.

Requirements

1. Educational Qualifications & Work Experience Required:

- University Master's Degree in Accounting, Auditing, and Finance or related field. Professional certification from of an internationally recognised professional accounting and / or auditing body (e.g. CA, CPA, ACCA, CIA, CISA, CIMA CRME, or Expert Comptable). IPSAS, COSO qualifications would be an advantage with 7 years of experience in auditing (internal or external) or compliance and handling technical accounting and auditing issues with sound knowledge of internal control out of which three (3) years of international experience. OR

- University Bachelor Degree in Accounting, Auditing, and Finance or related field. Professional certification from of an internationally recognised professional accounting and / or auditing body (e.g. CA, CPA, ACCA, CIA, CISA, CIMA CRME, or Expert Comptable). IPSAS, COSO qualifications would be an advantage with 10 years of experience in auditing (internal or external) or compliance and handling technical accounting and auditing issues with sound knowledge of internal control out of which five (5) years of international experience.

2. Required Skills and Competencies

Functional Skills:

- Good planning and organizational skills.
- Drafting skills;
- Excellent analytical,
- Good communication skills;
- Competent in standard software (Word, Excel, Access, and Power Point) and ERP systems (SAP)

Personal Abilities:

- Ability to work in a multi-cultural environment

Knowledge and Understanding:

- Experience in handling technical accounting and auditing issues with sound knowledge of internal control

3. Language Requirement:

Proficiency in one of the African Union working languages (Arabic, English, French and Portuguese) is required. Knowledge of one or more of the other AU working languages would be an added advantage.

4. Tenure of Appointment:

The appointment will be made on fixed term contract for a period of two (2) years, of which the first six months be considered as a probationary period. Thereafter, the contract may be renewed for a similar period subject to satisfactory performance, funding availability and agreed deliverables.

5. Equal Opportunities:

The AU Commission is an equal opportunity employer. Qualified women are strongly encouraged to apply.

6. Remuneration:

The indicative salary attached to the position is an annual lump-sum of US\$ 83,070.00 (P3 Step 5) inclusive of all allowances for internationally recruited staff, and US\$71,466.43 inclusive of all allowances for locally recruited staff.

7. How to Apply:

Applications must reach the Commission not later than 14th October 2017 through the AU Commission's website <http://www.aucareers.org>.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource
Management, African Union Commission
Addis Ababa, Ethiopia

Contract Type

Fixed Term Contract

Employment Fraction

Full-time

Branch

Headquarters