



Vacancy notice

25 September 2022

Applications are invited from qualified and experienced candidates to fill in the following position that has arisen within the National AIDS Council.

Position: Internal Auditor

Station: Head Office

Key functions

- Carrying out comprehensive, effective and efficient risk based routine audits, for all NAC offices and all other beneficiaries of the National AIDS Trust Fund
- Carrying out special audits and investigations
- Documentation of audit findings and making recommendations to Management
- Making follow ups on the implementation of audit recommendations
- Interpreting policies and ensuring compliance to governing statutes
- Any other duties as maybe assigned from time to time

Qualifications and Experience

- Degree in Internal Auditing/ Accounting/ Full CIS/ ACCA or Equivalent
- Knowledge of Enterprise Audit Management
- At least 3 years auditing experience including investigative audits
- Knowledge of ACL is a must
- Be in possession of a clean class 4 drivers' license

Competencies and Attributes

- Sound analytical skills
- Good planning skills
- Good report writing and ICT skills
- Team player
- Honesty and Integrity
- Be a self-starter, highly motivated and able to work with minimum supervision

Application Instructions

All Applicants must comply with the following;

- Complete the NAC Vacancy Application Form and comply with all instructions stated therein
- Submit only ONE application by email to; recruitment@nac.org.zw

NB: Non-Compliance to any of the requirements will result in disqualification.

Only shortlisted candidates will be contacted.
Closing date for receipt of Applications: 11 October 2022