



UGAFODE Microfinance Limited (MDI):

HR/STAFF/VAC – 06/03/25/1

CAREER OPPORTUNITY: INTERNAL AUDITOR

Responsible for review of all departmental and branch functions in order to achieve and maintain a sound internal control and governance environment for UGAFODE (MDI) Ltd. The position maintains and updates auditing procedures as regulated by the Board and regulatory agencies.

KEY ACCOUNTABILITIES:

1. Participate in developing the scope, specific objectives, expected outcomes and timelines for audit activities as part of internal audit plan.
2. In line with the audit plan and audit program, perform financial, operational and compliance audits. Conduct audits either individually or as part of a team to give assurance as to the effectiveness of internal controls and other risk-mitigating measures.
3. Conduct scheduled and non-schedule audits, analyse issues, profile outcomes and submit findings with suggested recommendations for improving internal controls, operating efficiency, and compliance to management for action.
4. Carry out investigative audits including fraud investigations as assigned from time to time.
5. Prepare audit working papers and maintain audit files that support audit findings.
6. Undertake to comply with professional internal auditing standards and other requirements as approved from time to time.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED:

- Bachelor's degree in accounting, business administration, commerce, finance or engineering, computer science / Information Technology.
- At least stage level of professional certification in ACCA/ CPA/ Certified Internal Auditor (CIA)/ CISA is desirable.
- Minimum of One (1) year of experience in related auditing position.
- Understanding of the concept of process and risk management; and banking and auditing
- Strong aptitude for easy and quick learning of audit, analytical, or/and facilitation skills
- Strong working knowledge and ability to use MS Office and other standard software application tools.
- Solution-focused, flexible thinker with a strong "can do" attitude
- Strong networking and stakeholder engagement skills
- Ethical and professional conduct.

HOW TO APPLY:

If you believe you meet the requirements as stated above, submit an application letter together with an up-to-date CV to our email: recruitment@ugafode.co.ug. Save the Documents as **Your Full Name** & indicate the job title you are applying for in the Email Subject Line. Your applications should be addressed to the Head of Human Resources and the closing date for receiving all applications is **12th March 2025**.

Note: UGAFODE provides equal opportunity in employment to all people and therefore, women are encouraged to apply.