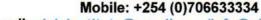
## Ministry of Education

# State Department for Vocational & Technical Training SIALA TECHNICAL TRAINING INSTITUTE

P. O. Box 164-40404, RONGO





Website: www.sialatech.ac.ke



### JOB VACANCY ADVERTISEMENT

Siala Technical Training Institute (STTI) is a public TVET accredited Institution under Ministry of Education. It is situated in Rongo Sub – county, Migori County. The Institute is seeking to recruit a competent, self-driven and qualified person to fill the following position.

#### POSITION: INTERNAL AUDITOR - JOB GROUP J, REF NO.: STTI/DVT/FIN/1/2025 (1 POST)

Job type: Permanent Experience: 3 years

#### Qualifications:

- i. Bachelor's degree in any of the following fields: Commerce, Business Administration, Business Management (Accounting/Finance option) from a recognized institution;
- ii. Must be a Certified Internal Auditor (CIA) or Certified Government Auditing Professional (CGAP) or Certified Risk Management Assurance Professional CRMAP)
- iii. Registered member of the Institute of Internal Auditors in good standing
- iv. Proficiency in computerized/audit software
- v. Ability to maintain high standard of ethics, confidentiality and professionalism
- vi. A valid certificate of Good conduct

#### **DUTIES AND RESPONSIBILITIES:**

- i. Ensure that the Institute is complying with relevant laws and statutes impacting on its operations;
- ii. Assess the Institute's risks and the efficacy of its risk management efforts;
- iii. Develop, document and implement sound audit management systems in accordance with international audit standards
- iv. Evaluate internal controls that safeguard the Institute's assets and make recommendations on how to improve;
- v. Undertake annual audit planning and ensure its implementation:
- vi. Check on budgetary controls and ensure compliance with the set budget and work plans;
- vii. Coordinate responses to management letters from the external auditors;
- viii. Planning and conducting risk based audits;
- ix. Document the results of audit procedures;
- x. Communicate the Audit findings, best practices, and recommendations to senior management;
- xi. In-depth understanding of the Institute Processes and identification of key process risks and related internal controls:

Applications comprising detailed curriculum vitae, copies of academic and professional Certificates and National Identification card should be delivered on or before 31st January, 2025 latest 5.00 pm (East African Time) to:

The Principal Siala Technical Training Institute P.o Box 164 – 40404 RONGO.

Only shortlisted and successful candidates will be contacted.

MARGINALIZED AND MINORITIES, WOMEN AND PERSONS WITH DISABILITIES WHO MEET THE REQUIREMENTS ARE ENCOURAGED TO APPLY.

SIALA TECHNICAL TRAINING INSTITUTE IS AN EQUAL OPPORTUNITY EMPLO

Quality Policy Statement: Committed to Providing Quality Technical, Industrial, Vocational and Entire



