

Name of Position: **Internal Auditor**

Salary range: **Competitive**

The Global Campaign for Education is seeking to appoint an **Internal Auditor** for its Civil Society Education Fund (CSEF) Programme on an initial 12 month contract, with a renewal assuming continued grant funding.

Main Duties:

- Draft internal audit guidelines for the CSEF programme
- Develop risk based annual audit plans detailing the scope, nature and timing of the audit activities
- Conduct internal audits to assess the adequacy, effectiveness and efficiency of the established internal control and procedures within the CSEF programme
- Identify key areas of risk within the CSEF programme and propose appropriate controls to mitigate the risks
- Prepare internal audit reports in line with approved and agreed audit plans
- Monitor the timely implementation of management actions as recommended by external auditors
- Assist the development of internal audit culture, including training to staff within GCE and the CSEF programme

Location: Johannesburg, South Africa

Please visit the CSEF Programme description on the GCE website for further details on the programme: campaignforeducation.org/en/civil-society-education-fund For a full job description and applicant qualifications, please visit: www.campaignforeducation.org/en/jobs

Applications to submitted to jobs@campaignforeducation.org by 15 July 2016