

Job Description Chief Internal Auditor

Job Summary: KPOGCL seeks a Chief Internal Auditor to provide independent oversight, advisory and assurance services for the Board of Directors through concurrent and periodical reporting on the Company's risk management and governance processes.

Job Title: Chief Internal Auditor

Reporting to: The chief internal auditor, who is the head of the internal audit function in the Public Sector Company, shall be accountable to the audit committee and have unrestricted access to the audit committee.

Requirements

- Member of a recognized body of professional accountants; or Certified internal auditor; or Certified fraud examiner; or Certified internal control auditor; or Person holding a master degree in finance recognized by HEC.
- Should have a minimum professional experience of ten years with at least five years' experience of internal auditing including review of risk management and internal control procedures, preferably in public sector companies.
- Demonstrate strong statistical, analytical, innovative, leadership and communication skills for providing assurance, advisory and consultancy services.

Key Responsibilities

- Provide independent assurance, advisory and analytical services to the Audit Committee of the Board of Directors, about the Company's key operations, on periodical as well as concurrent basis.
- Express audit opinion on key risks of the Company's operations besides evaluating the adequacy and effectiveness of financial, operational, and management controls, aimed at strengthening the oversight function of the Board of Directors.
- Identify major risk areas and advise the management to establish internal controls, in case an adequate risk management system does not exist.
- Conduct special analysis of critical operations to provide insight into the key issues and to recommend proactive solutions for reforming key operations and risk management practices of the Company.
- Prepare and implement risk-based internal audit plan in terms of post-audit and concurrent audit of critical operations.
- Review and report on the Company's extent of compliance with policies, standards, plans, and procedures as well as the external laws and regulations.
- Review and report on the economy, efficiency and effectiveness of asset procurement and management.
- Review and report on the suitability, accuracy, reliability, and integrity of financial and other management information.

- Manage all affairs of the Audit Committee including, planning and coordination for meetings, preparation of agenda, working papers and minutes of the meeting, and reporting follow-up actions on decisions of the Committee.
- Review and report on follow-up actions by the management on implementation of the Audit Committee's decisions.
- Prepare and update Internal Audit reference manuals, on regular basis.
- Provide internal audit reports to the external auditors, for review.

Any false information in the application can lead to applicant disqualification or termination in case of revealed after being employment.