

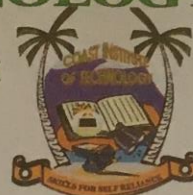
COAST INSTITUTE OF TECHNOLOGY VOI CAMPUS



P.O. BOX 34 CODE 80300 TEL:0202169229, VOI

Email: voicampuscit@yahoo.com/principal@cit.ac.ke
www.cit.ac.ke

ISO 9001:2015 Certified



Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology

Our Ref: CIT/A/5/VOL.5/ (51)

DATE: JANUARY 8, 2024

Your Ref:

The Coast Institute of Technology wishes to recruit a dynamic, result oriented, and self-motivated professional for the vacant position below:

INTERNAL AUDITOR: JOB GROUP: CIT 10

PERMANENT AND PENSIONABLE

REQUIREMENTS FOR APPOINTMENT

1. Be a Kenya citizen.
2. Be in possession of a minimum grade of KCSE C + and above or equivalent
3. CPA K.
4. ICPAK Membership.
5. Registered with Institute of Internal Auditors.
6. Bachelor in Accounting or finance.
7. Minimum 3 years' relevant experience in internal audit.
8. Excellent knowledge of MS Office Suites.

DUTIES AND RESPONSIBILITY

1. To plan, develop and monitor the implementation of internal audit strategies and annual audit plan for the institution.
2. Perform duties in planning, managing and conducting operation and compliance audit.
3. Develop comprehensive report of finding and recommendations.
4. Provide professional recommendation in formulating policies and procedures to ensure sound systems of internal control and compliance.
5. Develop and implement risk management policies, guideline and fraud detection, prevention and elimination policies and strategies.

How To Apply

- a) Each application should be accompanied by detailed curriculum vitae, copies of relevant academic and professional certificates and transcripts, National Identity Card or Passport, testimonials and other relevant supporting documents.

Persons with disabilities, youth, women, the marginalized and the minorities are encouraged to apply.

Candidates found canvassing will automatically be disqualified.

Coast Institute of technology is an equal opportunity employer. Please note that only shortlisted candidates shall be contacted.

All applications should be addressed to:
**THE PRINCIPAL/SECRETARY-BOG
COAST INSTITUTE OF TECHNOLOGY
PO BOX 34-80300**

Approved
PRINCIPAL
COAST INSTITUTE OF TECHNOLOGY - VOI CAMPUS
P.O. Box 34 - 80300, VOI
TEL: 0202169229 / 041 2011393

Applications should reach the Principal on or before 24th January 2024 by close of business.

