



Agro-Investment Corporation an entity under the ambit of the Ministry of Agriculture and Fisheries is seeking to identify a highly motivated, dynamic, and knowledgeable individual to fill the post of:

### **Internal Auditor Level 5 (\$3,094,839 – \$4,162,214)**

#### **Job Summary**

Reporting to the Senior Internal auditor, the Internal Auditor is responsible for audit compliance to internal policies and procedures and ensure these are adequate to maintain integrity of the Corporation Operations.

#### **Key Responsibilities Areas**

- Assist the Senior Internal Auditor in Operational and Financial Audits and special assignments to assess the adequacy efficiency and effectiveness in achieving desired objectives and compliance with relevant laws and regulations;
- Computer-based audits conducted;
- Use electronic tools to perform audits through the computer, to ensure effective controls of Corporation's electronic systems, transactions, data and processes;
- Recommend and maximise use of electronic tools to perform audits through the computer, to ensure effective controls of Corporation's electronic systems, transactions, data and processes;
- Prepares audit reports stating deficiencies, implications, while making the requisite recommendations for correcting the deficiencies identified and submit to Senior Internal Auditor;
- Visit and perform audits of all related farms of the Corporation, in accordance with auditing standards;
- Visit stakeholders and perform audits of their records as required by contracts and other agreements and audit any other assigned areas;
- Write audit reports stating deficiencies, implications, make recommendations and submit to Senior Internal Auditor;
- Meet with Senior Internal Auditor to discuss audit findings;
- Make follow-up checks in departments to ensure that deficiencies are corrected, improved procedures are implemented and internal controls are being adhered to;
- Ensure security of audit files;
- Comply with Internal Audit Standards;
- Conduct special audit assignments as directed by the Senior Internal Auditor.

#### **Required Skills & Competence**



- Good knowledge of auditing standards and practices
- Good knowledge of Organization's policies and procedures
- Good Knowledge of auditing, accounting and public administration and the public finance legal framework
- Working knowledge of relevant computer applications
- Working knowledge of the laws, rules, regulations and other instructions governing both the financial and operations aspect of the MICAF
- Proficiency in computer auditing techniques
- Good analytical and problem solving skills
- Detail conscious

### **Minimum Required Qualification and Experience**

- ACCA – Fundamentals with three (3) years progressive audit experience  
**OR**
- Bachelor's Degree in Accounting, Finance, Business Administration or Management Studies with three (3) years progressive audit experience

Application accompanied by a resume must be submitted no later than **Friday, June 30, 2023**, to:

Snr. Director, HRM & Administration  
Agro-Investment Corporation  
188 Spanish Town Rd.  
Kingston 11

Or by email to: [vacancies@agroinvest.gov.jm](mailto:vacancies@agroinvest.gov.jm)

**Please note that the title of the position MUST be included in the subject and only shortlisted applicants will be contacted.**