

NORTH-EAST REGIONAL HEALTH AUTHORITY

SENIOR AUDITOR (FMG/AS 3)

The **North-East Regional Health Authority**, a statutory body under the Ministry of Health & Wellness with responsibility for the management and delivery of health care and public health services within the parishes of St. Ann, St. Mary and Portland, is seeking **dynamic, proactive and forward-thinking** individuals to fill the position of **Senior Auditor (FMG/AS 3)** at the **Regional Office**.

Summary:

Reporting to the **Audit Manager**, the incumbent is responsible for assisting in carrying out the work of the department in ensuring the provision of an efficient and effective internal audit service in the Authority and to examine records, policies and systems of internal controls, reports on inadequacies and make recommendations for changes.

Qualifications & Experience:

- BSc Accounting or Management Studies
- Completed ACCA level 1 or Equivalent **plus** Training in Government Accounting procedures
- At least three (3) years working experience in the audit field

Specific Knowledge Required:

- Knowledge of auditing principles and practices and auditing software.
- Knowledge of the financial and administrative regulations of the Authority and the Financial and Administrative Audit Act.
- Ability to communicate effectively both in written and oral format.
- Have good time management skills
- High degree of initiative

Key responsibilities will include but are not limited to:

- Conduct reviews of assigned organizational and functional activities in accordance with the instructions given by the Internal Auditor and the prescribed audit program.
- Verifies the adequacy and accuracy of financial records; examines and appraises financial and accounting practices, systems and procedures.
- Assist in the preparation of preliminary recommendations and drafting of reports.
- Ensure that his working papers are properly prepared and submitted for review.
- Completing audit assignment as per schedule.

REMUNERATION PACKAGE PER ANNUM:

Salary Scale (FMG/AS 3): \$4,594,306 – 6,178,830 per annum.

Applications along with detailed resume should be sent no later than **Friday, 2024 March 22** to:

**The Director,
Human Resource Management & Development, Acting
North-East Regional Health Authority
34-38 Ocean Village Shopping Centre, Ocho Rios
St. Ann
E-mail: jobs@nerha.gov.jm or Fax: (876) 795–2747**

**WE THANK ALL APPLICANTS FOR RESPONDING, HOWEVER, ONLY SHORT LISTED
APPLICANTS WILL BE ACKNOWLEDGED.**

PREVIOUSLY SHORTLISTED APPLICANTS NEED NOT RE-APPLY