



CAREER OPPORTUNITY

CHIEF INTERNAL AUDITOR

The National Insurance Board ("NIB"), which is responsible for the management of the social security program for The Bahamas, seeks to employ a highly qualified and experienced Internal Auditor ("the Chief Internal Auditor") to lead its Internal Audit Department. The Chief Internal Auditor will ensure that policies and procedures are being followed consistently to safeguard NIB's assets, verify the accuracy and reliability of its systems and data, and promote adherence to NIB's prescribed policies for governance, risk management, and control processes.

Essential Duties:

- Maintain an understanding of the Auditor's Code of Ethics and the Standards for the Professional Practice of Internal Auditing.
- Maintain a quality assurance program, to ensure that NIB's internal audit activities comply with professional standards and best practices.
- Evaluate both administrative and accounting controls.
- Assess whether the authorization and recording processes are adequate to ensure effective accounting oversight of assets, liabilities, income, and expenses.
- Conduct thorough risk assessments and evaluate the existing controls implemented to mitigate the identified risks and identify control gaps, opportunities and recommendations for improvement.
- Inform department managers of the risk management strategies, control frameworks and operational efficiencies.
- Review cash control procedures and monitor NIB's assets.
- Review documents necessary to determine if an audit trail exists for all records and systems.
- Review, monitor, and file activity in the accounting records and data processing systems.
- Ensure compliance with regulations applicable to NIB's operations in all departments and offices.
- Ensure compliance with NIB's risk management processes and systems.
- Assist with external audits.
- Conduct various investigations, including suspected fraudulent activity, prepare reports, and provide recommendations based on findings.
- Develop, execute, and report on operational, financial, regulatory, and compliance audits /reviews, while supporting the enforcement of policies and procedures.
- Prepare reports on compliance issues, policies, procedures, processes, and standards.
- Report regularly to the audit committee of the Board of Directors and administratively to the Director. This includes preparing the agendas for and facilitating the meetings.

Minimum Qualifications:

- A Bachelor's Degree in Business or a related professional certification with a minimum of fifteen (15) years of experience.
- Minimum of ten (10) years of management experience in the audit field.
- CPA or CIA designation and an extensive understanding of accounting practices and procedures are required.
- Excellent analytical skills.
- Excellent interpersonal and communication skills.
- Proficient computer skills.

This recruitment exercise is being conducted by Deloitte on behalf of the National Insurance Board. Qualified candidates are to submit their resumes or curriculum vitae by email to cvbahamas@deloitte.com.

The deadline for submission is **Friday, July 12, 2024**, and should include in the subject line, the reference **NIB Chief Internal Auditor**.