

## Internal Controller

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Company: PRI

Location: Lusaka

Category: other-general

### Overview

We are hiring

One of Africa's largest and longest established independent providers of oil and gas products and services are in the lookout for an Internal Controller to join their team.

Tasks and responsibilities

Support the maintenance and improvement of their Internal Control Frameworks

Contribute to the mitigation of business risks to support the achievement of the Entities' strategic and organizational objectives.

Specific tasks:

Planning

Prioritize the ongoing action plans arising from past Internal control reviews, Internal audits and specific management concern.

Prepare a plan with clear deadlines and responsibilities in coordination with local management to address the required corrective actions within a 6-month timeframe.

Anticipate potential delays and challenges.

Maintain the plan up to date to ensure timely execution of the plan.

Amend the plan if required when new issues are identified and/or when priorities are reviewed.

## Corrective actions design and implementation

Assist the action owners and management to design and implement corrective actions and new controls.

When required, write internal procedures.

When required, train action owners to achieve effective implementation of corrective action.

Perform internal control testing of the Entities' internal control framework to confirm their design and operating effectiveness.

Provide internal control advisory and training to the Entities' managers and employees.

Become a consultant and advisor in the field of internal control for process managers and stakeholders.

## Monitoring

Actively follow-up and monitor the execution of the agreed remediation action plan in coordination with management and actions owners.

Identify, analyse and report on potential internal control incidents.

Increase the Entities' capacity to anticipate and act upon internal control issues.

## Reporting

Timely report to local management and the regional internal control manager – East progression and challenges.

Ensure that status updates are provided in the GRC portal for all corrective actions.

Prepare weekly reports for management and regional internal control manager.

## Internal control culture

Contribute with ideas, initiatives and suggestions to improve the internal control framework.

Promote and foster a culture of strong internal controls and compliance.

Build strong relationships to foster organizational buy-in and management support of the internal control framework.

Education and/or Work Experience Requirements:

Bachelors' degree in finance or audit,

3-5 years of experience in the risk management and internal control domains, derived from a combination of internal or external audit and financial control responsibilities

In addition, the following background / experience will be positively assessed:

Professional certifications in Risk Management / Internal Audit / Internal Control such as CIA (Certified Internal Auditor), CRMA (Certification in Risk Management Assurance) or other.

Working experience in consulting, advisory or auditing firms.

Oil / gas industry experience

Key working relations:

Internal

All relevant stakeholders

External

Industry regulators and other relevant authorities

PLEASE NOTE – Only candidates under serious consideration will be contacted.

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