



INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)
INTERNAL & EXTERNAL ADVERTISEMENT

Ref:IITA-HR-NRS2018-0022	Position: <ul style="list-style-type: none">• Assistant Internal Auditor
Location: Ibadan	Recruitment Type: National (3-year renewable contract)
Date Posted: 6 th August 2018	Closing Date: 20 th August 2018

The International Institute of Tropical Agriculture seeks suitable Nigerian for the position below at the Institute's Headquarter in Ibadan:

Position: **Assistant Internal Auditor**

Contract: 3-year renewable contract

Location: **Ibadan**

DUTIES:

Successful candidate will among other things perform the following duties:

- Support/carry out audit review of assigned areas in administration, research, cost centre and stations;
- Review transaction records for completeness, validity and accuracy.
- Determine whether transactions processed are genuine, reasonable and comply with the institutes policies;
- Carry out physical counts of stock items and cash on need basis;
- Observe performance of tasks and activities and report on observations.
- Prepare draft report on assigned task for supervisor review;
- Perform follow up on past audit recommendation and prepare draft report;
- Upload relevant information on assigned tasks to the Audit Management Software
- Perform any other duties as may be assigned by the supervisor.

QUALIFICATION:

BSc/HND in Accountancy, Business Management or related fields with minimum of three (3) years' experience performing similar or related role in a structured organization.

COMPETENCIES:

The ideal candidate must:

- Be able to demonstrate evidence of continuous learning.
- Posses inquisitive mind and good interactive skills.
- Possibility to learn new things fast.
- Demonstrate healthy skepticism.

REMUNERATION:

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

METHOD OF APPLICATION:

Interested applicants should complete the online application attaching detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://www.iita.org/about/jobs/> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

IITA is an equal opportunity employer and particularly welcomes applications from female candidates.