



Internal Auditor

- **Vacancy for:** 1
- **Posted on:** Nov. 13, 2018
- **Deadline:** Nov. 27, 2018, 5 p.m.

Required Number: 1

Job Location: Kathmandu

Employment Type: Full Time with extensive travel within the country

Education Level:

- Chartered Accountant or equivalent

Experience Required:

- At least 3 years' of practical experience of performing accounting system procedures and tasks

Job Description:

- The Internal Auditor will be primarily responsible for the conducting internal audits of all the entities/ organization funded by MSI
- The position will develop and conduct the MSI internal audit program in order to provide good governance within MSI by ensuring all accounting and management systems have financial integrity, and are transparent and comply with MSI policies and procedures
- The internal auditor will work closely with and will report to the Country Director

Skills and Abilities:

- High-level knowledge of use of computer systems especially computerized accounting systems and spreadsheet, MS excel in particular
- Excellent written and oral communication skills in English and Nepali

Applying Procedure

For detailed Job descriptions for the above positions, please visit <http://www.mariestopes.org.np/en/about-us/vacancy>

Suitable candidates meeting the above criteria are requested to send their CV and covering letter to MSNPRcruitment@mariestopes.org.np by **November 27, 2018, 5:00 PM**. Only shortlisted candidates will be invited for further selection process. You are requested to clearly mention the position you are applying for in the subject of the email.

MSI reserves all rights to qualify/disqualify applications in any case. MSI accepts applications from Nepalese citizens only.

Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and post holders to share this commitment.

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