

## **JOB VACANCY: CONTROLS / INTERNAL AUDITOR**

**Location:** Kipchimchim Group Offices / Assigned Entities

**Department:** Group Internal Audit & Risk

**Reports To:** Group Finance Manager

### **JOB SUMMARY**

Kipchimchim Group is seeking a Controls / Internal Auditor to strengthen internal controls, risk management, and governance across the Group. The role provides independent assurance on compliance, safeguards company assets, and supports operational efficiency through audit and advisory services.

### **KEY RESPONSIBILITIES**

- Plan and conduct financial, operational, compliance, and systems audits across Group entities.
- Evaluate internal control systems, business processes, and risk management practices.
- Identify control gaps, process weaknesses, and non-compliance with policies and regulations.
- Review accuracy and integrity of financial records, reconciliations, and reports.
- Assess compliance with IFRS, internal policies, statutory, and regulatory requirements.
- Perform risk assessments and recommend mitigation and control improvement measures.
- Conduct spot checks and surprise audits in high-risk areas such as procurement, inventory, payroll, and cash handling.
- Verify existence, valuation, and safeguarding of assets through physical inspections.
- Review procurement, inventory, payroll, and asset management processes for efficiency and value for money.
- Prepare clear audit reports highlighting findings, risks, root causes, and actionable recommendations.
- Follow up on implementation of audit recommendations and report progress to management.
- Support external auditors during statutory audits and regulatory reviews.
- Provide advisory support to management on strengthening controls and improving processes.
- Promote a culture of compliance, accountability, and ethical conduct across the Group.

## REQUIREMENTS

- Bachelor's degree in Accounting, Finance, or Business Administration.
- CPA (K) or ACCA qualification; CIA or CISA is an added advantage.
- 3-5 years' experience in internal audit, controls, or risk management.
- Strong knowledge of auditing standards, IFRS, and ERP systems.
- Excellent analytical, report-writing, and communication skills.
- High level of integrity, independence, and attention to detail.

## HOW TO APPLY

Send your application to  [recruit@kipchimchimgroup.com](mailto:recruit@kipchimchimgroup.com)

Attach a CV, cover letter, and copies of relevant certificates.

*Kipchimchim Group is an equal opportunity employer. Only shortlisted candidates will be contacted.*

