



JOB TITLE: Internal Audit Associate

Dar es Salaam, Tanzania

Position Overview:

We are seeking a motivated and detail-oriented internal audit associate to join our internal audit department. The ideal candidate will support the internal audit team in planning, executing, and reporting on audits to ensure compliance with company policies, regulations and industry standards.

The internal audit associate will collaborate with various departments to help identify risks, enhance control measures, and ensure the integrity of financial and operational information.

Key Responsibilities:

1. Audit plan and Execution:

- Assist in developing comprehensive annual audit plans based on risk assessments and organisational priorities.
- Execute internal audits, ensuring adherence to audit standards and procedures.
- Identify key risk areas and assess the adequacy and effectiveness of internal controls.

2. Risk Assessment and Management:

- Conduct risk assessments to identify potential areas of concern within the organisation.
- Assist in developing and implementing risk management strategies to mitigate identified risks.
- Collaborate with management to ensure effective risk management practices.

3. Reporting and Communication:

- Share recommendations to senior management and the audit committee.
- Communicate effectively with stakeholders to ensure understanding and buy-in for audit recommendations.

4. Compliance and Regulatory Oversight:

- Ensure compliance with internal policies, regulatory requirements, and prepare detailed audit reports, including findings, recommendations, and action plans.
- Present audit results as per industry standards.
- Monitor changes i. regulations and industry trends to update audit practices accordingly.
- Support external auditors and regulatory bodies during audits and examinations.

5. Continuous Improvement:

- Identify opportunities for process improvements and provide recommendations to enhance efficiency.
- Stay updated with best practices in internal auditing and implement relevant changes.
- Promote a culture of continuous improvement and learning within the audit team.

Qualifications and Requirements:

- Bachelor degree in Accounting, Finance or a related field.
- Minimum of 2 years of relevant work experience in audit field.
- Professional qualification (CPA or equivalent) will be an added advantage.
- Be ready and flexible to travel across the regions of Tanzania.

- Strong understanding of internal control frameworks, risk management, and regulatory compliance.
- Proficiency in audit software and data analytics tools.
- Strong leadership, communication, and interpersonal skills.
- High level of integrity, professionalism and attention to detail.
- Ability to work independently, manage multiple priorities as part of a team in a fast-paced environment.

Application Process:

Interested candidates should submit their CV, Cover letter and copies of relevant certificates to email address at internalaudit@chemicotex.co.tz

Only shortlisted candidates will be contacted.