



British Virgin Islands

ELECTRICITY CORPORATION

VACANCY

BVI Electricity Corporation (“BVI EC”) is seeking an energetic, innovative and result-oriented professional candidate to fill the position of **INTERNAL AUDITOR**. The Internal Auditor will be accountable to the General Manager and to the Audit Committee for providing Management with an independent appraisal of the effectiveness and efficiency of corporate operations. To carry out a broad program of internal auditing in the Company, ensuring that audit work achieves the general purpose and responsibilities approved by the Board.

1. QUALIFICATIONS:

- A Master’s Degree in Accounting or Finance or Business Management from an accredited University
- Professional Accounting qualification, or membership of the Institute of Internal Auditors.
- Certified Fraud Examiner
- Certified Internal Auditor

2. EXPERIENCE:

- At least 8-10 years’ working experience in Accounting and Auditing.
- At least 3 years’ supervisory experience in a similar capacity.

3. PERSONAL ATTRIBUTES AND COMPETENCIES:

- Proficiency in Microsoft Office
- Ethical decision making skills
- Complex principles and practices of internal financial and operational auditing methods and procedures in a utility environment;
- Auditing computerized financial reporting and management information systems;
- Principles of budget preparation and control
- Knowledge of applicable laws relating to income taxes, company organisation and management and electricity regulation;
- Strong teaching, coaching, and mentoring skills
- Effective oral, written, and interpersonal communication skills
- Able to work well under pressure and meet tight deadlines
- Considerable knowledge of leadership and managerial principles, techniques, and practices.

4. SALARY:

Salary will be commensurate with qualifications and experience.

5. DUTIES:

- a. Initiates, coordinates and enforces systems, policies and procedures.

- b. Manages the company's financial audit activities and approves audit reports resulting from financial and operational audits.
- c. Appraises the effectiveness and efficiency of corporate operations (including planning at all levels) and assures compliance with regulatory requirements, corporate policies and procedures, international financial reporting standards, and contractual terms. This includes audits regarding company contractors.
- d. Directs audits of new accounting systems and changes to existing systems before implementation to ensure adequacy of internal controls, to achieve objectives, and maintain security. Advises management and approves internal controls and security.
- e. Manages operational audit activities, including multidisciplinary auditing, and special studies.
- f. Promotes, directs, and coordinates the development of innovative and comprehensive approaches and techniques for performing operational audits and special studies and analyzing and evaluating the business and engineering functions. Determines whether current, relevant and suitable controls have been incorporated into operations
- g. Interfaces with and supports management, including senior management, in an advisory role regarding strategic and tactical planning, developing managerial control systems, and evaluating the impact of operational situations on the company.
- h. Evaluates and makes recommendations for addressing operational problems.

How to Apply

Candidates meeting the above criteria should submit a cover letter, resume, two business references and two personal contact information references, recent salary history and a recent passport size photograph to humanresources@bvelectricity.com or the below address:

**The General Manager
BVI Electricity Corporation
P. O. Box 268
Road Town, Tortola
British Virgin Islands**

Disclaimer

This description of the position is meant to outline the general nature and level of work required. The responsibilities, duties and skills listed for the position are non-exhaustive and the successful candidate will be required to follow any other job-related instructions and to perform other job-related duties as requested.

CLOSING DATE: Monday, November 20, 2023.