



WEST AFRICAN POWER POOL (WAPP)

JOB OPENING

NOTICE OF INTERNATIONAL RECRUITMENT INTERNAL AUDIT OFFICER

The West African Power Pool (WAPP) is a Specialized Institution of the Economic Community of West African States, (ECOWAS) established by the Authority of Head of States and Governments of ECOWAS Member States to ensure the integration of the national power system operations into a unified regional electricity market in order to provide the citizens of ECOWAS Member States with a regular, stable and reliable electricity supply at affordable costs, over the medium to long term. This aims to encourage industrialisation, improve Health and

Education, Reduce Poverty, Create Employment Opportunities, etc...

The Headquarters of the General Secretariat of WAPP is based in Cotonou, Republic of Benin.

The WAPP Secretariat, in view of achieving its global Vision, intends to increase its staffing by filling the following job vacancy:

Division/Section: Internal Audit
Position Title: Internal Audit Officer

Position Type: International Recruitment
Contract Type: Permanent

Open to: All ECOWAS Citizens
Location: Cotonou, Benin
Reports to: Finance Committee

Job Summary:

The Internal Audit Officer will ensure compliance with WAPP Secretariat's processes and procedures, provide assurance of the reliability and integrity of information provided to stakeholders, reinforce internal controls as well as serve as WAPP's point of contact for external parties on audit issues related to WAPP.

Essential Duties:

1. Prepare and conduct risk-based audit plans/programmes in accordance with WAPP's Regulations/programmes, develop and discuss findings, draft audit reports of assignments for approval, come to agreement on recommendations and timelines for corrective actions with responsible officers of departments audited and monitor the implementation status of agreed recommendations
2. Document, evaluate and test systems and controls to determine their adequacy and effectiveness to ensure (i) compliance with policies and procedures, (ii) accomplishment of management's objectives, (iii) reliability and integrity of information, (iv) economic use of resources, and (v) safeguarding of assets, and provide appropriate advice for improvement
3. Pre-audit all financial transactions to ensure compliance with all relevant Laws, Regulations and Decisions
4. Take initiative in identifying appropriate audit tools, best practices and identify/perform tasks aimed at ensuring that audit assignments are conducted in accordance with International Auditing Standards and Internal Audit Charter
5. Continuous review of all documents and manuals and recommending amendments to reflect current Resolutions and Decisions
6. Perform any other further duties related to the role of Internal Audit Officer that may be assigned to her/him

Academic and Professional Qualifications Required

Education: Bachelor's degree in accounting, finance, business administration or related field. A professional qualification in accounting is highly desirable. An advance degree in addition to the earlier mentioned qualification is an added advantage

Years of Experience:

8 or more (or an equivalent combination of related education, training, and experience may be considered)

Knowledge, Skills and Abilities Required

- ◆ Demonstrated quantitative and analytical skills
- ◆ Several years' relevant experience in a small, medium or large-sized organization; at least one-year budget-related or finance-related work experience desired
- ◆ Experience in an energy sector organization a plus

- ◆ Experience with word-processing programs and financial software packages used in budget analysis
- ◆ Strong oral and written communications skills with a proven ability to convey information clearly and concisely, and to defend budget proposals to decision makers
- ◆ Ability to coordinate cross-departmental efforts to achieve common goals on time
- ◆ Strong organizational skills with the ability to prioritize work load, handle multiple tasks simultaneously and attend to detail
- ◆ Demonstrated integrity, objectivity, and confidentiality

Language: Fluent in English or French (Oral & Editorial) and working knowledge of the other.

Application information

a) Particular Conditions of Work:

- ◆ Possible extended working hours

b) Age:

- ◆ Candidates should not be over 50 years old at the point of recruitment.

c) Remuneration:

- ◆ The position is on Grade P4 of the WAPP Secretariat Pay Scale. The starting point will depend on the qualifications and experience of the incumbent. The WAPP Secretariat offers a competitive compensation packages comparable to those offered by similar regional/international organizations.

d) Equal Opportunities:

- ◆ Applicants must be an ECOWAS Member State Citizen. WAPP is an equal opportunity employer that offers equal chances to men and women. Qualified women are strongly encouraged to apply. Both internal and external candidates are encouraged to apply.

c) Application:

- **Interested applicants who meet the minimum qualifications for this position must apply online by visiting the following link:**
<http://www.ecowapp.org/careers>
- **All Applications must be submitted online. Paper applications will not be accepted.**
- **Applications sent after the required submission deadline will not be considered.**
- **Only shortlisted candidates shall be contacted for the next stage of the recruitment process.**

Applications for the position shall be received from 25th November 2019 to 24th January 2020 included. The vacancy will close on 24th January 2020 at 06:00pm, Benin local time (GMT+1).