



## MAURITIUS BROADCASTING CORPORATION

### OPEN ADVERTISEMENT

#### Vacancy for the post of Internal Auditor/Senior Internal Auditor

Applications are invited from qualified candidates who wish to be considered for appointment as Internal Auditor/Senior Internal Auditor in the Mauritius Broadcasting Corporation.

#### ii. AGE LIMIT

Candidates, unless already in the Service, should not have reached their **40th** birthday by the closing date for the submission of applications.

#### iii. QUALIFICATIONS

A. A pass at the final examination required for admission to one of the following bodies:

- (1) The Institute of Chartered Accountants in England and Wales
- (2) The Institute of Chartered Accountants of Scotland
- (3) The Institute of Chartered Accountants of Ireland
- (4) The Association of Chartered Certified Accountants
- (5) The Chartered Institute of Management Accountants
- (6) The Chartered Institute of Public Finance and Accountancy

OR

An equivalent qualification acceptable to the Board.

- B. At least four years' experience in accounting and audit duties.
- C. Good knowledge and understanding of internal auditing principles.
- D. Excellent organizational, analytical and written/verbal communication skills.

#### Note:

1. Candidates should produce written evidence of knowledge claimed.
2. The onus for the submission of written evidence of knowledge claimed and equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed and Equivalence Certificate, as appropriate, by closing date.
3. Candidates may be required to take part in a written examination.
4. MBC reserves the right:
  - (i) to convene **only** the best qualified candidates for interview; and
  - (ii) not to make any appointment following this advertisement.



iv. **DUTIES AND SALARY**

**Roles and Responsibilities:**

To examine records to ensure proper recording and authorization of transactions, compliance with policies and applicable laws, to conduct interviews with key personnel and gather information for testing the effectiveness of processes and controls and to prepare reports of findings and recommendations for management and Board.

**Duties:**

1. To establish internal audit policies and procedures.
2. To be responsible for the setting up of an adequate internal control system in matters relating to finance, accounting, purchases, transport and other operations.
3. To submit a monthly report on internal control findings, make recommendations for corrective measures and ensure implementation thereof after approval.
4. To analyze audit findings and ensure remedial action where applicable.
5. To undertake special investigations as directed.
6. To maintain adequate documentation and recording of all internal control work.
7. To maintain close communication links with Heads of Departments and Auditors to ensure coordinated action.
8. To counsel and guide subordinate staff.
9. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Internal Auditor in the roles ascribed to him.

The permanent and pensionable post carries salary in scale Rs 30700 x 825 - 35650 x 900 - 37450 x 950 - 42200 x 1300 – 46100 x 1575 - 49250 x 1650 - 54200 x 1700 - 64400 x 1800 – 69800 a month.

v. **MODE OF APPLICATION**

1. This advertisement together with the Application Form are available on the website of MBC at <https://mbcradio.tv/career>
2. Candidates should fill in the Application Form correctly. Incomplete, inadequate or inaccurate filing of the Application Form may entail elimination of the candidate.

vi. **CLOSING DATE**

Applications Forms together with copies of academic certificates, professional qualifications and references should be addressed to the Human Resource Department, MBC, Moka, **not later than 15 00 hours (local time) on Thursday 11 August 2022**. Application Forms received after the specified closing date and time will **not** be considered.

**Mauritius Broadcasting Corporation**

**Moka**

**Date: 22 July 2022**

