



Food and Agriculture Organization of the United Nations

PROFESSIONAL VACANCY ANNOUNCEMENT N°: IRC5662

Issued on: **20 July 2018**

Deadline For Application: **20 August 2018**

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POSITION TITLE:	<b>Internal Auditor</b>	GRADE LEVEL:	<b>P-3</b>
ORGANIZATIONAL UNIT:	<b>Internal Audit Group</b>	DUTY STATION:	<b>Rome, Italy</b>
	<b>Office of the Inspector General, OIG</b>	DURATION *:	<b>Fixed-term: 2 years with possibility of extension</b>
		POST NUMBER:	<b>2001477</b>
		CCOG CODE:	<b>1A21</b>

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\*The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments.

- **FAO is committed to achieving workforce diversity in terms of gender and nationality.**
- **Persons with disabilities are equally encouraged to apply.**
- **All applications will be treated with the strictest confidence.**
- **The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization.**

#### **Organizational Setting**

The Office of the Inspector General (OIG) provides oversight of the programmes and operations of the Organization, through internal audit, inspection and investigation. Through these activities, OIG monitors and evaluates the adequacy and effectiveness of the Organization's system of internal control, financial management and use of assets.

The post is located in the Internal Audit Group of OIG and is based in Rome, Italy.

#### **Reporting Lines**

The Internal Auditor reports to a Senior Internal Auditor at FAO Headquarters in Rome, Italy.

#### **Technical Focus**

Internal auditing.

#### **Key Results**

The planning and conduct of audits, advisory and special assignments and inspections at headquarters and/or field offices to add value and improve the Organization's operations, effectiveness of risk management, control and internal governance processes.

#### **Key Functions**

- Plans, participates and/or provides specialist expertise on multi-disciplinary audit teams and/or project, programme and operational reviews, and inspections, and participates in Organization working groups;
- Plans and conducts audit assignments, from the initial planning, information gathering and interview stages to the final analysis and report writing stages, in accordance with internal procedures and auditing standards;
- Prepares using TeamMate, electronic working papers that support audit findings and recommendations;
- Prepares clear and concise draft reports and presents audit results and recommendations orally to the Inspector General and to management;
- Promotes capacity development in audit assignments and provides on the job training to other staff;
- Performs other duties as required.

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### **CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING**

#### **Minimum Requirements**

- Advanced university degree in audit, business or public administration, finance, accounting, economics, political science, international development, law or other related field
- Five years of relevant experience in an organization using modern auditing, accounting, management and information systems techniques (e.g. internal audit department in the public or private sector, or an auditing, accounting or consulting firm)
- Working knowledge (level C) of English, French or Spanish and limited knowledge (Level B) of one of the other two or Russian, Arabic or Chinese.

#### **Competencies**

- Results Focus
- Teamwork
- Communication

- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

#### **Technical/Functional Skills**

- Professional certification from an internationally recognized accounting or audit body such as CIA, CPA, CA, ACCA or equivalent is desirable
- Audit experience in international organizations is desirable
- Work experience in more than one location or area of work, particularly in field positions, is desirable
- Extent and relevance of experience in auditing, accounting, management and information system techniques
- Extent and relevance of experience of risk management
- Extent and relevance of experience in performing financial, operational, performance and IT audits, and/or experience in accounting and/or business administration
- Extent and relevance of experience in undertaking or reviewing programme/project development, management and operations
- Experience in using specialized audit software

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Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

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#### **ADDITIONAL INFORMATION**

- All candidates should possess computer/word processing skills.
- Your application will be screened based on the information provided in your iRecruitment online profile (see “*How to Apply*”). We strongly recommend that you ensure that the information is accurate and complete including employment record, academic qualifications and language skills.
- Please note that FAO will only consider academic credentials or degrees obtained from an educational institution recognized in the IAU/UNESCO list.
- Candidates endorsed in the selection process for this vacancy announcement will be considered for the FAO Professional Employment Roster for a period of two years. The Roster is used to fill other similar positions at the same or lower grade, and in the same or another duty station.
- Candidates may be requested to provide performance assessments.

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#### **REMUNERATION**

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: [http://www.un.org/Depts/OHRM/salaries\\_allowances/salary.htm](http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm)

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#### **HOW TO APPLY**

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: [iRecruitment@fao.org](mailto:iRecruitment@fao.org)

**FAO IS A NON-SMOKING ENVIRONMENT**