



Department of the
AUDITOR GENERAL OF PAKISTAN
Constitution Avenue, Islamabad

No. 361-HRM-I/Deputation/UN/KW-II/229

Dated: September 29, 2022

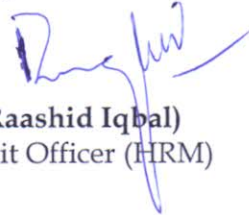
Circular

Subject: JOB OPPORTUNITY-UNITED NATIONS-CHIEF OF SECTION, AUDIT, P5-OFFICE OF THE INTERNAL OVERSIGHT SERVICES, ENTEBBE

The subject job opportunity is located in the Resident Audit Office, Internal Audit Division, Office of Internal Oversight Services, Entebbe as per information available at UN Careers Portal. For details, please follow the link below:

<https://careers.un.org/lbw/jobdetail.aspx?id=187862&Lang=en-US>

Applications of the interested officers who fulfill the eligibility criteria of above referred position must reach this office at least 07 working days prior to **closing date** of **23.10.2022**. The aspiring officers are requested to forward their applications, CVs and a brief self assessment based on job criteria after endorsement of their controlling officer.


(Raashid Iqbal)
Audit Officer (HRM)

Distribution:

AAO (IT) for uploading on the AGP's website.

Job Opening

Posting Title:	CHIEF OF SECTION, AUDIT, P5
Job Code Title:	CHIEF OF SECTION, AUDIT
Department/Office:	Office of Internal Oversight Services
Duty Station:	ENTEBBE
Posting Period:	09 September 2022 - 23 October 2022
Job Opening Number:	22-Audit-OIOS-187862-R-Entebbe (X)
Staffing Exercise	N/A



United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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Org. Setting and Reporting

This position is located in the Resident Audit Office, Internal Audit Division (IAD), Office of Internal Oversight Services (OIOS) in Entebbe. Audits/assignments are undertaken in the areas of finance, administration and operations. The Chief of Section reports directly to the Chief, Peacekeeping Audit Service, IAD.

The Internal Audit Division provides assurance services to all activities of the United Nations under the Secretary-General's authority. Clients comprise of the United Nations Secretariat, five regional commissions, select funds and programmes and other United Nations entities.

Responsibilities

The incumbent will be responsible for the following duties:

- Develop and implement the Section's medium and long-term goals and objectives, and related annual audit and work plans
- Plan, organize, direct and coordinate the activities of multiple teams and resources of the Section
- Define the broad objectives and scope for each audit/review
- Provide direction and leadership with respect to all phases of each audit/review with a view to ensuring that OIOS standards are complied with and that audit/review objectives are achieved within budget
- Review working papers and related audit/review communications (e.g., audit reports)
- Provide guidance to audit staff on technical and administrative matters
- Lead audits/reviews of a sensitive and complex nature
- Collect, organize, manage and disseminate information with attention to detail and accuracy
- Conduct data collection and analysis using data analysis tools
- Analyse guidelines and standards for internal audit activities in the course of ensuring consistency of approach and adequacy of practice of subordinate auditors
- Coordinate and recommend improvements in, or reviews proposed changes to, the financial rules of the Organization
- Monitor the status of audit/review recommendations
- Liaise with internal audit functions of other United Nations organizations
- Empower/challenge staff to assume more responsibility
- Establish and maintain a positive relationship with auditees
- Carry out other tasks as may be assigned by the Chief of Service
- Leads team members efforts to collect and analyze data and provides insight to identify trends or patterns for data-driven planning, decision-making, presentation and reporting. Ensures that everyone can discover, access, integrate and share the data they need.

Competencies

- **Professionalism:** Knowledge of auditing standards and practices, knowledge of applicable financial rules and procedures. Ability to identify issues, formulate opinions and present conclusions and recommendations. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated

Accessibility

by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. The ability to analyze and interpret data in support of decision-making and convey resulting information to management.

- **Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Managerial Competencies

- **Leadership:** Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.
- **Judgement/Decision-making:** Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

Education

Advanced university degree (Master's degree or equivalent) in business administration, finance, accounting or related field. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Successful completion of both degree and non-degree programs in data analytics, business analytics or data science programs is an advantage.

Job - Specific Qualification

Certification as a Certified Public Accountant (CPA), Chartered Accountant (CA), and Certified International Auditor (CIA), Certified Information Systems Auditor (CISA), Certified Fraud Examiner (CFE) or equivalent is desirable.

Work Experience

A minimum of ten years of progressively responsible professional experience in audit, finance, accounting, administration, statistics, computer science or related area is required.

Experience in audit management is required.

Experience in analysis of complete sets of data to identify anomalies and trends is required.

Experience in using data analytics tools such as IDEA, ACL, and Excel for analysis of entire populations of data is required.

Experience in auditing in the public sector is desirable.

Experience within the United Nations system, or similar large international organization is desirable.

Languages

English and French are the working languages of the UN Secretariat. For this post, fluency in English is required. Knowledge of another UN official language is desirable.

Assessment

Evaluation of qualified applicants may include an assessment exercise and a competency-based interview.

Special Notice

This post is financed by the Support Account for Peacekeeping Operations. The appointment, or assignment, and renewal thereof is subject to the availability of the post or funds, budgetary approval or extension of the mandate.

Appointment or assignment against this position is for an initial period of one year. The

Accessibility

United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

At the United Nations, the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations Secretariat is a non-smoking environment.

The paramount consideration in the appointment, transfer, or promotion of staff shall be the necessity of securing the highest standards of efficiency, competence, and integrity. By accepting an offer of appointment, United Nations staff members are subject to the authority of the Secretary-General and assignment by him or her to any activities or offices of the United Nations in accordance with staff regulation 1.2 (c). In this context, all internationally recruited staff members shall be required to move periodically to discharge new functions within or across duty stations under conditions established by the Secretary-General.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.

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