

POSITION DESCRIPTION

National Gaming Control Board

AM6085 - Internal Auditor (x2)

The **National Gaming Control Board (NGCB)** is a Statutory Regulatory Authority established under the *Gaming Control Act 2007* to regulate all forms of games and to promote probity and integrity, fairness and efficiency in the operations of persons engaged in gaming in the county, to reduce any adverse social impact of gaming and to promote a balance contribution by the gaming industry to general community benefit.

The NGCB urgently requires a qualified and experienced candidate to apply for these vital roles.

INTERNAL AUDITOR x2

The incumbents will be reporting to the Chief Executive Officer and will be responsible for reviewing, evaluating and reporting on the NGCB internal Controls.

Key Responsibilities:

- Reviewing financial audits and internal controls (Control Environment, Risk Assessment, Control Activities, Information & Communication monitoring) of the organization
- Assess compliance with financial regulations and control by executing audit cycle
- Ad hoc physical verification of NGCB's fixed assets
- Completes audit work papers and memoranda by documenting audit test and findings
- Communicates audit progress and findings by providing information in status management meetings
- Provide mitigation strategies by recommending changes in management monitoring, assessment, and motivational practises in the internal control structure and in operating processes
- Support external auditors by coordinating information requirements with NGCB's Finance Officers
- Provides financial control information by collecting, analysing and summarising data and trends
- Conduct investigation regarding fraudulent transaction with internal and external parties and report to the committee
- Conduct Ad hoc cash count of respective divisions.

Expected Competencies:

- Bachelor's Degree in Accounting or Equivalent
- Current member of the CPA PNG and IIA PNG Chapter
- 7 years of working experience in a similar role
- Fair knowledge on the IFRS, IAS and GAAP
- Familiar with different accounting software (preferably MYOB).

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the Application Form and follow the website instructions to forward to Vanguard International, including a detailed CV.

Alternatively, call us on (+675) 7500 7500 or email recruitment@vanguard.com.pg

Applications close on Friday 17th February 2023

Only shortlisted candidates will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview