

## Role Description – Temporary Assignment

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### **AUDIT MANAGER 100%** **(STARTING ASAP – FOR 5-6 MONTHS WITH POSSIBLE EXTENSION)**

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#### **1. The Global Fund**

« The Global Fund is a partnership designed to accelerate the end of AIDS, tuberculosis and malaria as epidemics. As an international organization, the Global Fund mobilizes and invests more than US\$4 billion a year to support programs run by local experts in more than 100 countries. In partnership with governments, civil society, technical agencies, the private sector and people affected by the diseases, we are challenging barriers and embracing innovation.

Behind the Global Fund's extraordinary record of impact against AIDS, tuberculosis and malaria are our people. Global Fund staff work with governments, communities and civil society, technical agencies, the private sector and people affected by the diseases to bring the world closer to ending the epidemics, saving millions more lives. Global Fund staff are instrumental in uniting the fight against these three diseases.

We are diverse and engaged, skilled and experienced, motivated and inspiring, creative and agile. From human rights to human resources, grant management to facilities management, we work every day within the unique partnership to confront global health threats, equip countries on the front lines, protect vulnerable people across the world, and save lives. »

More information about The Global Fund on [www.theglobalfund.org](http://www.theglobalfund.org)

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## 2. Rôle description

### Introduction

Led by the Inspector General, the mission of the Office of the Inspector General (OIG) is to provide the Global Fund with independent and objective assurance over the design and effectiveness of controls in place to manage the key risks impacting the Global Fund's programs and operations. As part of its annual workplan, the OIG conducts around 12 audits of the health programs it supports in various countries per year, other advisories and internal strategic/operations audits, and need to complement its team with temporary resources to achieve its workplan

### Background

There are currently several vacancies in the audit unit. At the same time, the audit workplan is under way and the OIG needs to quickly identify temporary resources to back-fill the positions while the recruitment process for the positions is being finalized.

### Scope/ Objective

The Audit Manager is a key management role in the Office of the Inspector General. He/she will have the opportunity to influence senior management at the highest level and to drive and lead change to improve and safeguard the Global Fund in fighting the three diseases.

The Audit Manager assumes responsibility for the delivery of a portfolio of audits and will be a key interlocutor with the Global Fund Secretariat and its diverse external stakeholders.

Reporting to the Head of Audit, he/she is a highly experienced Audit Manager who will lead a team of experienced auditors to provide high quality assurance and advisory products. He/she has a strategic mindset, an ability to link assurance and advisory activities to key strategic priorities of the organization and to view both the approach and the outcome through a risk lens. He/she will also be eager to support organizational learning by sharing good practices and lessons learned across the Global Fund. This position requires thought leadership, systemic thinking and approach, stakeholder management, technical expertise, and a track record of successful delivery.

### Tasks/ Deliverables

Reporting to the Head of Audit, the Audit Manager will:

- Plan and manage country audits and audits at the Global Fund headquarters in line with international auditing standards;
- Develop risk-based scoping and methodologies for audits to be undertaken;
- Review and quality assure the Audit Unit's outputs for which he/she is responsible, and assume a wider role in quality assuring all the audit unit's output;
- Ensure that their own and their team's audit reports and working papers are written succinctly, clearly and provide evidence based audit findings with clearly identified and defined improvements;
- Measure the effectiveness of actions taken by management in response to audit work and reviews, ensuring effective follow up;
- Provide strategic advice and guidance to Global Fund senior management, either formally through advisory engagements or informally through ongoing interactions, on critical issues and important initiatives;
- Perform other duties, including undertaking sensitive reviews, training and induction of consultants.

### Deliverables:

- Deliver a number of audits per year and providing quality audit reports
- Ensure the audits are delivered on time and within the budget
- Manage the engagement with key stakeholders throughout the audit
- Manage the follow up of the Agreed Management Actions

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### 3. Candidate profile

#### Qualifications

##### Essential:

University degree or equivalent in Accounting, Business Administration, Economics or other related fields;  
Certification from an internationally recognized accountancy body or internal audit certification or equivalent professional training.

Substantial years of professional experience, including several years in a supervisory or managerial capacity overseeing internal or external audit teams, preferably in public accounting, financial institutions, international organizations, or similar environment.

Experience interacting with Executive-level management and Board-level stakeholders.

##### Desirable

At least 10 years of professional experience

Experience conducting audits in developing countries;

Experience in embedding enterprise-wide risk management in an organization;

Experience working with multiple sectors, such as international organizations, governments, civil society and the private sector

#### Competencies

##### Technical Competencies:

Ability to strategize and help in the establishment of priorities for the Audit Unit and the OIG in general;

Strong auditing skills;

Ability to interact with officials at the highest levels of government, civil society, international organizations and the private sector;

Ability to motivate and encourage good performance, and to coordinate and monitor work of his/her team;

Ability to quality assure team outputs;

Strong project management skills;

Capacity to promote learning and knowledge exchange within the OIG and partner organizations.

##### Skills:

High degree of personal initiative, diplomacy, strong business focus, result orientation and change management experience

Proven ability to make decisions in a fast-paced and evolving environment;

Track-record in strategic thinking and creative problem-solving;

Demonstrated excellence in establishing and maintaining productive partnerships and ability to facilitate and strengthen the involvement of a range of internal & external stakeholders;

Excellent organizational and coordination skills applied internally and externally;

Excellent influencing skills and professional credibility;

Excellent interpersonal, representational and advocacy skills; and Excellent communication skills, interpersonal skills;

Proven success in collaboration; team work and knowledge sharing

##### Languages:

An excellent knowledge of English is essential.

A good working knowledge of French is preferred and knowledge of other languages would be an asset.

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#### 4. Application

Referring to the exact name of the above mentioned position, please send your CV, motivation letter, reference letters, work certificates, diplomas or any other relevant document in electronic format to: [cv.tgf@procadres.com](mailto:cv.tgf@procadres.com)

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