



Republic of the Marshall Islands
Office of the Public Service Commission

PO Box 90 ~ Majuro, MH 96960 ~ Marshall Islands
 Phone: 692.625.8298 ~ 692.625.8498 ~ Fax: 692.625.3382 ~ Email: pscrmi.recruit@gmail.com

EA.NO.: RMI-003-22
OPENING DATE: 01/11/22
CLOSING DATE: 01/25/22

EMPLOYMENT ANNOUNCEMENT
CM of 01/04/22

Position Title:	Audit Supervisor, Financial/Compliance Auditing	
Grade and Salary (P/L):	Grade: PL- 13/1-13/3	Salary: \$27,000.00-\$30,000.00 p. a
Ministry and Division:	Office of the Auditor General	
Location:	Majuro, MH	
Reports to:	Auditor General	

JOB PURPOSE: The incumbent is responsible to conduct and lead each audit engagements assigned to the Financial/Compliance Auditing Division in accordance with the annual audit plan. This includes providing supervision, quality control for, and oversees fieldwork of staff.

MAIN DUTIES AND RESPONSIBILITIES:

- Develops individual audit programs under the general supervision of the Audit Manager;
- Leads each audit engagement (Auditor -In – Charge);
- Participates in assigning staff and budgeting hours for audits;
- Tracks the progress of audit engagements;
- Directs the activities of the staff auditors and supervise their performance;
- Reviews audit work papers and draft reports of staff to ensure compliance with audit manual and relevant standards;
- Assists Staff Auditors with technical aspect of an audit and problems that arise in the course of their audits;
- Coordinates with management of audited entities to obtain information required for the audit;
- Oversees audit planning, field work, and audit reporting; prepares reports, and communicates findings and recommendations to line and senior management;
- Write audit findings and develop clear recommendations to address those deficiencies based on the audit objective;
- Clear all audit review notes in a timely fashion;
- Presents preliminary audit findings with audited entities based on audit performed;
- Finalizes audit reports for review by the Audit Manager;
- Implements Auditor-General’s policy on effective, complete and timely resolution of audit recommendations;
- Participates in the development of the annual audit plan;
- Trains and evaluates performance of staff; and
- Performs other duties as assigned.

EDUCATIONAL REQUIREMENT

- Graduate with a Bachelor's Degree with a Major in Accounting.
- Must have at least 5 years of financial statements auditing in a supervisory capacity.

ESSENTIAL SKILLS

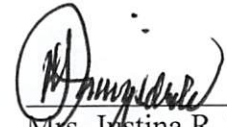
- Excellent organizational, management and leadership skills
- Great knowledge of Generally Accepted Accounting Principals (GAAP), General Auditing Standards (GAAS); Generally Accepted Accounting Principals (GAAP)

FILING INSTRUCTIONS:

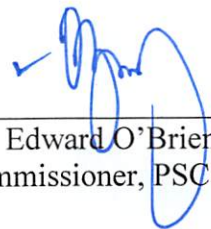
Secure application forms from the Public Service Commission's Office in Majuro and the Office of Deputy Chief Secretary on Ebeye or may inquire further by contacting the following PSC email addresses: (pscrmi.recruit@gmail.com).

The Completed application must be received at the Public Service Commission by: **25th January 2022.**

Issued by the Public Service Commission on this **11th January 2022.**



Mrs. Justina R. Langidrik
Acting Chairperson, PSC



Mr. Edward O'Brien
Commissioner, PSC