

CAREER OPPORTUNITY

Sindh Rural Support Organization (SRSO) is a not-for-profit organization registered under Section 42 of the Companies Act 2017. SRSO invites applications from energetic, well-qualified, and experienced individuals for the below position:

Audit Officer:

Criteria:

- **Qualification:** Part-qualified CA / ACCA / ICMA / MBA (Finance) / BS-Accounting and Finance from HEC-recognized University/ Institute.
- **Experience:** Minimum 18 months of post-qualification experience in an Internal Audit/Finance Department in any development sector organization (RSP & NGO)/financial institution/audit firm.
- **Duty Station:** Position based at SRSO, Head Office, Sukkur.
- **Gender:** Both.
- **Knowledge & Skills Required:**

The suitable candidate is required to have expertise in the following:

- Advanced MS Office Skills.
- Knowledge of financial regulations/practices.
- excellent analytical and numerical skills.
- Time management skills.
- Communication and report-writing skills.
- Strong ethics and managing confidential data.

Core-Responsibilities:

- Assure the effectiveness of financial resources and operation of SRSO.
- Inspect the accounting system for efficiency and use of accepted accounting procedures.
- Examine and evaluate financial and information systems to ensure system reliability and data.
- Evaluating the compliance with law, regulations, and management policies and reporting events of non-compliance.
- Ensure adequacy of accounting, financial, and operational control.
- Undertake investigation under the supervision of the manager and the directives of the Audit Committee.
- Assists in formulating internal audit programs in order that all aspects of transactions are audited under the internal audit charter and applicable financial reporting framework.
- Examine records and verify the physical progress of various projects.
- Prepare reports containing observations, comments, and recommendations based on audit activities undertaken.
- Ascertain the extent to which assets are accounted for and safeguarded from losses.
- Report to the manager about utilization and audit results and recommend changes in operation and financial activities.
- Take appropriate measures for the prevention of fraud and elimination of conditions including fraudulent actions.
- Be conscious of obligations to contribute towards improved efficiency and cost-effectiveness in all activities under jurisdiction.
- Any other task assigned by the supervisor.

Note: The candidate shall perform extensive field visits in SRSO's Targeted Areas/Districts (70% Field Visits and 30% Desk Reporting).

SRSO provides equal opportunities to all including physically challenged candidates and marginalized community candidates. No TA/DA will be admissible and only shortlisted candidates will be contacted. The competent authority reserves the right to reject the position. Incorrect, false, or forged information and influence (Sifarish) may result in the cancellation of your candidature at any stage.

ATTENTION: Candidates shall declare while applying for the aforementioned positions that he/she was never involved in any Sexual Exploitation Abuse or any Criminal Activity in his/ her career.

Please send your updated CV to the HR department online at below given address latest by February 15, 2024.

https://www.srso.org.pk/career_jobs.html

Manager – Human Resource Department

Address: SRSO Complex, Near Taj Petrol Pump, Shikarpur Road, Sukkur, Sindh.