

Person Specification: Global Internal Auditor



Introduction

At MSI Reproductive Choices, our mission, 'Children by choice, not chance', is at the heart of everything we do. We provide high-quality contraception, safe abortion and post-abortion care services, and work with advocacy to create an enabling environment for safe access for all. All team members must support us in our mission.

We want individuals who believe in our mission and who can clearly describe how and why they feel that what MSI Reproductive Choices does is important. To achieve this, every candidate is given the opportunity to provide their thoughts and opinions on our mission statement in the online application form. We only consider applications from candidates who are aligned with MSI Reproductive Choices mission and vision to eliminate unsafe abortion in the countries where we work.

For this reason, only **fully pro-choice candidates** will be considered for any role within MSI. Please ensure that you read the MSI Reproductive Choices Candidate Pack carefully, prior to applying.

MSI Reproductive Choices is committed to creating an inclusive environment with a workforce which is representative of the communities we serve. We're proud to be an equal opportunities employer and give equal consideration to all qualified applicants without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, national origin, disability, or age. MSI is committed to safeguarding and promoting the welfare of all team members and clients, with a focus on vulnerable groups. MSI committed to compliance with all fair employment practices including citizenship and immigration status.

Please note this role will be subject to full pre-employment background checks which may include, but is not limited to employment references, right to work verification, adverse financial checks, basic criminal record checks and risk database screening checks.

Essential Skills and Experiences

To perform this role, it is essential that you have the following skills and experience:

- Strong internal audit experience (at least 5 years), obtained through practice (Big 4/Mid-tier) or industry, with a working knowledge of the IIA Standards
- Demonstrate an understanding of the approach and objectives of risk-based audits
- Perform and document key internal audit procedures e.g., walkthroughs and test of controls
- Perform data analytics and other CAATs to complement audit procedures and to provide insights
- Perform root cause analysis and evaluate audit findings and recommendations
- Demonstrate competent and effective reporting writing skills in English
- Experience of working within a large multinational corporation (MNC) or a global organisation
- Experience of performing internal audit assignments in developing and emerging market environments

All MSI Reproductive Choices person specifications are subject to a language neutrality test prior to approval and we're always looking for new ways to make our recruitment process as fair and unbiased as we can. If you'd like to provide feedback on MSI Reproductive Choices recruitment process, please do so via email to

recruitmentinbox@msichoice.org

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- Demonstrate effective verbal and written communication skill, with good influencing skills and a good track record of engaging with senior leadership in a large, complex organisation
- Good working knowledge of Microsoft Excel, Word, and PowerPoint
- Willing to undertake overseas travel, for up to 50% of the time (when Covid restrictions have eased, and travel is permitted).

Desirable Skills and Experiences

To perform this role, it is desirable that you have the following experience:

- Experience of working in an international, donor-funded service delivery organisation
- Experience of working in an international social enterprise, commercial organisation
- Experience of working within a healthcare or health services setting
- Working knowledge of data analytic tools like IDEA (Caseware) and ACL (Galvanize), or the inclination to learn through unsupervised, unstructured learning
- Working knowledge of audit management platform like AuditBoard or AuditBond (Galvanize)
- Verbal and written language skills in French, Spanish and/or Arabic is desirable .

Formal Education/qualification

- Holds a recognised professional accountancy/audit qualification (e.g., CA, ACA, ACCA, CIA etc .)
- Educated to degree level (Humanities, Languages or Engineering degrees are high desirable)
- Post-graduate qualification in governance and risk management is desirable

Personal Attributes

MSI Reproductive Choices is dedicated to equal opportunity for all and recognises that every individual is unique. Whilst we always seek to embrace individual differences and celebrate the diversity of our workforce, we also want to ensure that every team member is suited to their role and that they are given the best opportunity to succeed. The personal attributes described below have been developed in accordance with the job description and other contextual factors relating to the role and are considered **essential**. For this role, we're looking for an individual who is:

- A highly motivated, self-starter who has demonstrated experience of working independently in a remote setting
- Demonstrate active engagement with team members and stakeholders, with a proactive and can-do attitude
- Demonstrate a commitment to continuous learning, professional and personal development
- Able to role-model inclusive and culturally sensitive attitudes and behaviours .

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