

Job Framework:

Fraud Investigator, Global Internal Audit

General role information	
Job Title:	Senior Fraud Investigator
Reporting to:	Global Audit Director
Salary Band:	Competitive - The salary will be banded within national context. Discretionary bonus + benefits
Notice period:	1 month
Career Band:	3 - Manager/Technical Expert
Budget Responsibility?	None
Direct Reports?	None
Client facing role?	No
Introduction:	
<p>MSI Reproductive Choices is one of the world's leading providers of sexual and reproductive healthcare. We believe that everyone should have the right to choose. From contraception to safe abortion and life-saving post-abortion care, we are committed to delivering compassionate, affordable, high-quality services for all.</p> <p>Today, our organisation has over 9,000 team members working in 37 countries across the world. Our success lies in the fact that MSI teams are locally led, entrepreneurial and results-driven, and are passionate about delivering high quality, client-centered care in their own communities. As a social business, we focus on sustainable delivery, efficiency, and funding models that are built to last, so that the women and girls we serve today will have a choice in the future too.</p> <p>We know that access to reproductive choice is life changing. For some, it can mean the ability to complete an education or start a career. For others, it means being able to look after the family they already have. For everyone, it means the freedom to decide their own future, creating a fairer, more equal world.</p>	
The role	
<p>The Fraud Investigator is expected to work independently or with others in reviewing processes for vulnerabilities, recommending solutions to management, leading complex investigations and training local investigators. Most of the investigations are ah-hoc, and will either be in response to fraud being detected, or allegations of fraud / corruption being received through our speak up channels. Key focus areas for this role are:</p> <ol style="list-style-type: none">1. Anti-fraud measures – supporting management in the development and implementation of fraud prevention and detection controls2. Training – developing and rolling out training to local investigators on conducting effective investigations, and raising fraud awareness across the organisation3. Investigations - performing or leading complex investigations, which can cover a wide range of allegations, such as misappropriation of funds, misuse of assets, abuse of authority, conflict of interest, procurement kickbacks or fraudulent reporting of financial or non-financial metrics.	

All MSI Reproductive Choices job framework is 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

Key Responsibilities

- Advise management on effective fraud and corruption risk management
- Examine and evaluate processes and systems to identify vulnerabilities and their root causes. Recommend controls and solutions to mitigate identified risks
- Conduct investigations by designing an effective investigation strategy, developing the investigation plan and carrying out the investigation.
- Compile and analyse facts to formulate, substantiate and/or critique financial and non-financial calculations, theories, claims, or conclusions and present findings in a clear and concise manner
- Apply analytic techniques to prevent, detect, monitor or investigate potentially improper transactions, events or patterns of behaviour related to misconduct, fraud and non-compliance issues
- Create expert witness reports to quantify losses, and work with law enforcement agencies where required
- Document investigation outcomes in the form of comprehensive investigation reports
- Evaluate systems put in place by management to ensure that all major fraud risks of the country or process under review are identified and monitored on a regular basis.
- Understand key donor fraud investigation and reporting requirements and ensure they are properly covered by scope of investigations
- Contribute proactively to the design of new processes and systems to ensure that appropriate fraud prevention controls are built in by design.
- Work with Legal and Compliance team on the development and delivery of Anti-Fraud and Corruption Investigation training.
- Perform other ad hoc tasks, as may be requested from time to time by the Director of Internal Audit

Key Skills

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

- Professional curiosity. An enquiring, tenacious mind and a desire to get to “the bottom of things”.
- Strong logical reasoning, attention to detail and problem-solving skills
- An articulate and confident communicator, both orally and written

Key Experience

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

- You have experience performing investigations, either in the corporate world or security services (e.g law enforcement / intelligence services)
- Expert level experience in spreadsheet & database programs (MS Excel & MS Access, Idea, ACL, SQL, or any similar platforms).

Some additional skills and experience that we’d welcome:

- Experience in advanced data/statistical analysis tools such as Tableau, Qlik, Spotfire, Alteryx, Attivio, Palantir, SPSS or R.
- An understanding of current forensic technology (e.g. Relativity; Brainspace; NUIX; etc..)

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Formal Education/qualification

- Holds a recognised professional accountancy qualification (e.g. a CMA, ACA, ACCA, etc).

Personal Attributes

We recruit talented, dynamic people with diverse backgrounds and experiences, all united by a belief in our mission and a focus on delivering measurable results. We're proud to be an equal opportunities employer and are committed to creating a fully inclusive workplace, where everyone feels able to participate and contribute meaningfully. You must be open-minded, curious, resilient, and solutions-oriented, and be committed to promoting equality, and safeguarding the welfare of team members and clients alike.

Our Values

Mission Driven: With unwavering commitment, we exist to empower women and men to have children by choice not chance.

Client Centred: We are dedicated to our clients and work tirelessly to deliver high-quality, high-impact services that meet their individual needs.

Accountable: We are accountable for our actions and focus on results, ensuring long term sustainability and increasing the impact of the Partnership.

Courageous: We recruit and nurture talented, passionate, and brave people who have the courage to push boundaries, make tough decisions and challenge others in line with our mission.

Resilient: In challenging situations, we work together and support each other, adapting and learning to find solutions, whatever we're up against.

Inclusive: We believe that diversity is a strength. We all play our part in creating a culture where every team member can thrive, feel valued and contribute meaningfully to our mission, and where all our clients feel welcome and supported.

By signing below, you indicate that you have read and agree to this job framework.

Full Name:

Signature:

Date:

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