



NATIONAL IRRIGATION COMMISSION LIMITED CAREER OPPORTUNITY:

FIELD AUDITOR (Internal Audit Unit)

Job Purpose

Under the general direction of the Chief Internal Auditor, the Field Auditor is responsible for examining and evaluating operational and financial systems, processes, procedures, transactions and records to determine accuracy, completeness, control and compliance with the relevant laws, regulations, policies and standards to help the Commission identify areas for improvement, mitigate risks and ensure compliance with financial reporting requirements.

Key Responsibilities Include:

- ✦ Conducts reviews of assigned operational activities within the purview of the Auditing Supervisor and the prescribed audit programme;
- ✦ Investigates distribution and customer service issues and reports on findings;
- ✦ Monitors inventory records of assets, tools, equipment and infrastructure;
- ✦ Verifies the adequacy and accuracy of financial and other records;
- ✦ Reviews and analyses evidential data to determine the adequacy, efficiency and effectiveness of activities being audited and compliance with established procedures regulations and statutes.
- ✦ Examines and appraises financial and accounting practices, systems, policies and procedures;
- ✦ Performs field work assigned to ascertain maintenance of the NIC's conveyance systems;
- ✦ Prepares working papers for review;
- ✦ Prepares preliminary reports with recommendations in keeping with observations.
- ✦ Identifies areas of potential risks and highlights them for monitoring and compliance

Minimum Requirements for the Position:

- ✦ ACCA Level 1 OR Diploma/Associate Degree in Auditing, Accounts, Finance, or Business Administration; OR NVQJ Level 4 Certification in Accounting OR Certified Accounting Technician (CAT) Level 3;
- ✦ Two (2) years' related work experience;
- ✦ Knowledge of the FAA Act and related Instructions;
- ✦ Knowledge of GOJ procurement guidelines and procedures;
- ✦ Competence with Microsoft Suite of applications to include Excel;
- ✦ Experience with Great Plains software will be an asset;
- ✦ Critical reasoning and analytical skills;
- ✦ Excellent verbal and written communication skills;
- ✦ Excellent interpersonal and teamwork skills;

Special conditions associated with the job

- ✦ Flexibility to work outside normal working hours to facilitate work assignments;
- ✦ Possession of reliable motor vehicle to facilitate travels as required.

How to Apply:

We are inviting your application if you meet the requirements outlined. Please address and submit cover letter and detailed résumé by May 11, 2026 to:

The Manager - Human Resources & Industrial Relations

P.O. Box 631

Kingston 6

Email: hr@nicjamaica.com

Please note that only shortlisted candidates will be contacted.