



MINISTRY OF EDUCATION
STATE DEPARTMENT FOR TECHNICAL, VOCATIONAL EDUCATION
AND TRAINING



KISIWA TECHNICAL TRAINING INSTITUTE

Knowledge and Skills for better life

P. O. BOX 657 - 50200, BUNGOMA (KENYA)

Cell Phone: 0110-096090/0784-240895

Email: kisiwainstitute@yahoo.com or principal@kisiwatech.ac.ke

Website: www.kisiwatech.ac.ke

Date: 30TH JANUARY 2023

When Replying please quote

Ref. No. KISTTI/P/ADVERT/4/2023

RE-ADVERTISEMENT OF VACANT POSITION

Kisiwa Technical Training Institute (KISTTI) invites applications from qualified Kenyans for the following vacant position:-

HEAD OF INTERNAL AUDITOR – JOB GROUP KISTTI 6

The position reports to the CEO/Principal administratively and to the Chairperson, Audit Committee functionally.

Job Description

- To oversee and coordinate the internal audit functions;
- To perform assurance and related consulting audits;
- To perform secretariat duties to audit committee;
- To develop internal audit policy documents;
- To follow up on audit committee recommendations on audit report;
- To develop Risk Based annual work plan and execute the same;
- To perform any other related issues as may be requested from time to time.

Qualifications Knowledge and Skills:

- A Bachelor's Degree in Commerce (Accounting or Finance Option), Business Administration (Accounting Option) or equivalent Qualification from a recognized Institution;
- Membership with Institute of Internal Auditors or ICPAK;
- Have computer literacy;
- At least three (3) years working experience in a related field.

Approved for circulation

PRINCIPAL
KISIWA TECHNICAL TRAINING INSTITUTE
31 JAN 2023
P. O. Box 657 - 50200,
BUNGOMA

All Correspondence should be addressed to the Principal



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In compliance to article six (6) of the constitution of Kenya, the successful candidates shall be required to provide:

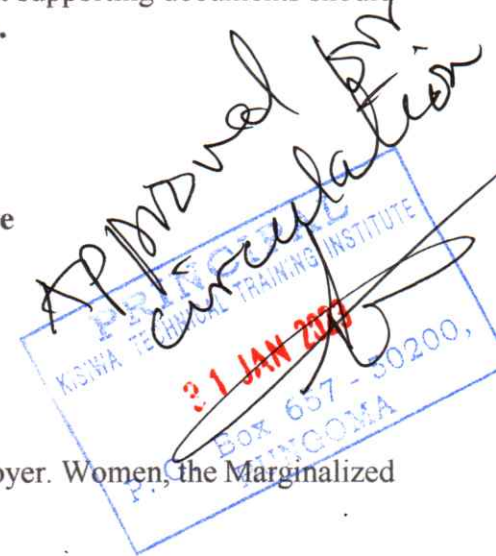
- Valid Certificate of good conduct.
- Valid Tax compliance Certificate.
- HELB Clearance Certificate.
- Clearance Certificate from Ethics and Ant Corruption Commission (EACC).
- Clearance Certificate from a recognized Credit Reference Bureau (CRB).

N/B: Those who were shortlisted for earlier advert are eligible for an interview

How to apply

Application letter, detailed Curriculum Vitae, Copies of Academic and Professional Certificates, National Identity Card or Passport, Testimonials and other relevant supporting documents should reach the undersigned not later than **16th February 2023, 5:00 pm.**

Secretary Board of Governors
Kisiwa Technical Training Institute
P.O Box 657-50200
Bungoma



Kisiwa Technical Training Institute is an Equal Opportunity Employer. Women, the Marginalized and persons living with disability are encouraged to apply.

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