

Vacancy:

Internal Auditor

Ref: 2025- 07



Comprehensive Community Based Rehabilitation in Tanzania (CCBRT) aims to be the preferred provider of accessible specialized health services in Africa and serves as healthcare social enterprise and through development programmes in the community and the most vulnerable. Committed to preventing lifelong disabilities wherever possible, CCBRT is also engaged in extensive maternal and newborn healthcare (MNHC) activities including obstetric fistula repairs. Its Maternity and Newborn Wing serves as a referral center for high risk and emergency deliveries in the region of Dar es Salaam and the Eastern Zone of Tanzania.

*To strengthen our Internal Audit function, we are looking for a **dedicated and detail-oriented Internal Auditor** to provide internal audit services under the supervision of the Chief Internal Auditor (CIA).*

Your role

As an **Internal Auditor**, you will support audit activities, assess internal controls, and ensure compliance with financial and operational regulations. Your key responsibilities include, Assisting in planning and conducting internal audits to evaluate internal controls, Reviewing financial statements, transactions, and documentation for accuracy, compliance, and fraud detection, Testing the functionality and reliability of internal systems and processes, Gathering and analyzing data to identify trends, inconsistencies, or anomalies, Verifying financial records, account reconciliations, and inventory records, Documenting audit findings, including risks and areas for improvement, and preparing detailed reports, Supporting risk management initiatives and ensuring compliance with policies, regulations (IPSAS, IFRS), and industry standards, Providing administrative and analytical support to the Chief Internal Auditor, Assisting in follow-up activities to ensure corrective actions are implemented, Maintaining confidentiality regarding sensitive company information.

Your qualifications and work experience

- Bachelor's degree or Advanced Diploma in Accounting, Finance, or a related field from a recognized institution.
- Certified Public Accountant (CPA) and registered with NBAA.
- 1 - 3 years of audit experience (experience in the health sector is an added advantage).
- Proficiency in auditing software, SQL, and Microsoft Office packages.
- Strong understanding of auditing procedures, risk assessment, and compliance.
- Candidates with a Certified Information Systems Auditor (CISA) qualification will have an added advantage.
- Fluency in both English and Swahili.
- Strong analytical, organizational, and report-writing skills.
- Ability to work independently, manage multiple tasks, and meet deadlines.

If you are interested, please submit your curriculum vitae with 2 references and a cover letter telling us why you believe you are the right person for the role.

CCBRT is an equal opportunities employer and encourages people with disabilities to apply. Please send your application via email to: recruitment.ccbirt@ccbirt.org. The selection process for shortlisted candidates contains several assessment rounds.

Please indicate job reference number: 2025-07 | DEADLINE FOR APPLICATIONS: 13th March 2025
(selection process is ongoing so assessment might commence upon receipt of suitable applications)