



## VACANCY ANNOUNCEMENTS

### **About Millennium Challenge Account-Malawi II**

The Government of Malawi signed a five-year agreement (“Compact”) with the Millennium Challenge Corporation (“MCC”) to fund specific programs targeted at reducing poverty and stimulating economic growth. MCC is a U.S. government agency focused on assisting countries dedicated to good governance, economic freedom, and investing in people. An Accountable Entity called the Millennium Challenge Account-Malawi II (“MCA-Malawi II”) has been created and designated by the Government of Malawi to implement the Compact.

### **Malawi Compact**

The Compact consists of three projects, namely:

1. The Accelerated Growth Corridors Project (AGC) will focus on reducing transport costs in targeted rural areas. Under the AGC Project, the Road Corridor Improvement (RCI) Activity will target investment in physical upgrades and improvements across different classes of roads within four selected Accelerated Growth Corridors (AGCs) to improve rural access by addressing road conditions and reducing transport costs. The Policy and Institutional Reform and Capacity Building (PIR) Activity will focus on assisting the Government to address policy, legislative, institutional, and funding issues to ensure that road transport in AGC areas is well-maintained and managed.
2. The Increased Land Productivity Project will focus on improving land services, strengthening conditions for increased investment in land and better-functioning land markets through two main activities: the Land Administration Resourcing and Institutions Activity – which will support development, adoption, and implementation of reforms to expand national land-based revenues and address institutional change – and the City Council Land-Based Revenue

Modernization Activity, which will expand coverage and collection of land-based revenues, to increase resources for key services and increase investment in land and finally.

3. The American Catalyst Facility for Development Project will focus on facilitating U.S. International Development Finance Corporation (DFC) investment in Malawi to catalyse increased private investment consistent with Compact objectives and increase the scale and impact of the Compact.

## **1. Manager, Financial Audit**

### **Position Objective**

The Manager, Financial Audit, under the supervision of the Chief Executive Officer (CEO), is responsible for establishing a plan for auditing the operation and program activities of MCA-Malawi II that focuses on the identification and control of risk, improvements in the efficiency and effectiveness of operations and programs, and compliance with external laws and regulations and internal policies and procedures.

### **Duties and Responsibilities**

- Participate in MCA-Malawi II Board of Director's audit committee and prepare committee review of key operational issues with a focus audit risk.
- Administratively assist the Director of Administration & Finance in preparing audit plans for annual funds accountability statement audit.
- Conduct audits based on the plan approved by the audit committee.
- Communicate audit results to the Board of Directors and appropriate program managers.
- Follow up on audit recommendations to ensure corrective actions are implemented.
- Evaluate internal control systems, especially those relating to financial management, and make recommendations for improvements needed to safeguard assets and ensure the integrity of financial transactions and financial reporting.
- Ensure the recommendations of the external auditor are implemented, as appropriate.
- Oversee and monitor the implementation of a Program Compliance Policy for the use of funds at the MCA-Malawi II
- Disseminate written policies and procedures related to compliance activities.
- Identify compliance issues that require follow-up or investigation.
- Report to the CEO and Board of Directors on a regular basis to review progress on program implementation and assist with establishing improvement plans.

### **Education**

- University degree in Accounting, Finance or Business Administration (graduate degree preferred).
- Certified Public Accountant (or equivalent), Certified Internal Auditor, or Certified Fraud Examiner preferred.

## Experience

- Approximately ten (10) or more years of relevant experience in an international development organization, NGO, or similar. Familiarity with operations, accounting, finance, internal audit, quality assurance, and human resource procedures and regulations is a must.
- Demonstrated knowledge of and experience in applying the principles, techniques, practices and procedures of an internal audit or quality assurance function; developing sound internal controls for financial and operational programs; developing remediation programs where controls have been found deficient; developing risk assessment instruments and communicating to program managers how to assess risk in their respective areas.
- Experience in writing internal policies and procedures, evaluating processes, and documenting findings.
- Strong analytical, written/verbal communication, interpersonal, and relationship building skills.
- Ability to evaluate automated financial management systems and to develop methods for testing system controls.
- Good computer skills (MS Office, internet, familiarity with project management software).
- Excellent written and verbal communication skills in English.

## How to apply

Applications for these positions should be sent to: [recruitment@mca-malawi2.gov.mw](mailto:recruitment@mca-malawi2.gov.mw)

Applications should be accompanied by the following documents:

1. Curriculum vitae containing detailed work experience.
2. Cover letter confirming interest and availability.
3. Soft copies of education and professional certificates (if available).

The closing date for receiving applications is **11th March 2024**. Please note that only applications received through [recruitment@mca-malawi2.gov.mw](mailto:recruitment@mca-malawi2.gov.mw) will be considered. Any applications received through other channels will not be considered. Only shortlisted applicants will be contacted for interviews. Interested applicants should indicate the position title in the subject line of the email.