



VACANCY ANNOUNCEMENT – HEAD INTERNAL AUDIT

Location: LSETF, HQ, Lagos,
Nigeria

Position: **HEAD INTERNAL AUDIT**
Industry: **Government**
Job Type: **Full Time**

About LSETF

Lagos State Employment Trust Fund (LSETF) was established to provide financial support to residents of Lagos State, for job, wealth creation and to tackle unemployment. LSETF serves as an instrument to inspire the creative and innovative energies of all Lagos residents and reduce unemployment across the State. The Fund has the mandate to help Lagos residents grow and scale their Micro Small and Medium Enterprises ("MSMEs") or acquire skills to get better jobs through its three programmes; the Employability Support Programme, the Lagos Innovates Programme and the Loan Programme.

Job title:	HEAD INTERNAL AUDIT
Reports to:	BOARD AUDIT AND RISK COMMITTEE
Direct Report:	TWO (2)

Job purpose

To lead and manage the Fund's strategic risk-based internal audit plan and manage the internal audit function. The role is also responsible for ensuring the Fund's activities and programmes are in compliance with relevant laws and regulations, best practice.

Duties and Responsibilities:

- Develop and implement Internal Audit Standards, procedures, and methodologies for LSETF.
- Provide an annual assessment on the adequacy and effectiveness of the LSETF's processes for controlling its activities, managing its risks, and ensuring good governance
- Evaluate and contribute to the improvement of the adequacy and effectiveness of risk management, control, and governance processes by applying a systematic and disciplined audit approach.
- Report significant issues related to the risk management, control, and governance processes within the LSETF; includes the provision of potential improvements to those processes and information concerning the resolution of such issues
- Periodically provide information on the status and results of the annual audit plan and the sufficiency of Internal Audit resources.
- Developing a flexible annual audit plan in accordance with the LSETF's internal Audit standards and methodology and by applying an appropriate risk-based methodology
- Implement the annual audit plan, as approved by the Board Audit Committee including any appropriate tasks or projects requested by management and the Audit Committee.
- Issue regular reports to the Audit Committee and management summarizing result of audit activities.
- Keep the Audit Committee informed on emerging trends and successful practices in internal auditing
- Lead investigations as assigned in line with the disciplinary policy and report findings to the employee disciplinary committee (EDC)
- Drive the whistle blowing policy and ensure its applicability through effective reporting mechanism/platforms, with periodic reports to the relevant parties

Qualifications & Experience:

- ✓ First Degree or Higher National Diploma in Accounting, Finance, Economics or a related field from a recognized higher institution. Relevant professional Qualification is required
- ✓ A post-graduate degree is an added advantage.
- ✓ Minimum of 10 years' cognate experience in related function.
- ✓ NYSC discharge certificate is mandatory

Key Competences:

Knowledge, Skills and Abilities required for the role:

- ✓ Broad auditing experience and attestation techniques
- ✓ Knowledge of Accounting/Finance Principles
- ✓ High analytical skills
- ✓ Strong risk management knowledge
- ✓ Process re-engineering, design, and mapping skill
- ✓ Reporting and forensic technique
- ✓ Organization and Planning Skills
- ✓ Business Acumen
- ✓ Communication Skills
- ✓ Business Writing; Presentation and Report Writing
- ✓ Problem-Solving Skills
- ✓ Sound independent judgement

Method of Application

Please send all CVs to careers@lsetf.ng before close of business on **Friday, April 4, 2025** stating the position in the subject. Only shortlisted candidates will be contacted.

We are NDPR compliant. By submitting your information and documents to us, you are agreeing to the usage and storage of your data by LSETF, in accordance with our [privacy policy](#)