



POSITION ANNOUNCEMENT

Position title: Financial Auditor
Staff Categorization: Contract Position (20 hours per week)
Reports to: East Africa Regional Director

Introduction

Water.org, a non-governmental organization working to solve the global water and sanitation (WSH) crisis, seeks an experienced Financial Auditor to work in its Nairobi, Kenya office on a contract basis. Our organization has implemented effective, sustainable, and scalable water and sanitation programs in the region since 2004 in conjunction with a network of local partner organizations in Kenya, Uganda, and Ethiopia. The Auditor is expected to provide **independent, objective** assurance to help Water.org and its partners accomplish its objectives by bringing a systematic, disciplined approach to audit the financials of the Water.org Kenya office and those of its partners as well as evaluate and improve the effectiveness of **internal control, governance, and risk management processes**.

He or she will be expected to:

- Plan and conduct financial and operational audits of Water.org partner organizations
- Review operational aspects of partners in addition to normal finance and accounting issues
- Serve as an Accountant for Water.org's Kenya office
- Assist with specific management studies, as directed by the Regional Director, either independently or as part of capacity building projects within the partnerships.
- Assist in monitoring and updating the risk management system for our partners as directed.

Required Qualifications

- An accounting or business degree and/or formal accounting qualifications are required
- A minimum of CPA III or its equivalent.
- Proficiency in Quickbooks, Tally, or other accounting packages
- Proficiency in Microsoft Excel
- At least 5 years accounting and auditing experience in an NGO environment or commiserate experience.

Required Skills and Competencies

- Excellent oral and written communication skills
- Diplomacy and sensitivity to different cultural situations
- Ability to communicate fluently in English (for local and international audiences) and other relevant local languages. Also an ability to work with people in different countries.
- Solid organizational and administrative skills
- Must be a person of unquestionable character – high integrity, hard working, honest, committed, and a team player capable of working with minimum supervision.

Application Information

Interested candidates may send a copy of their CV and a cover letter indicating their interest in the position to Kenya@water.org, noting "Financial Auditor" as the title/subject of your message. Applications will be reviewed as they are received. Please do not attempt to contact Water.org about the status of your application. Water.org is an equal opportunity employer. We do not discriminate on the basis of age, ethnicity, gender, nationality, religious belief, or sexual orientation.

For more information on the position and Water.org, please visit www.water.org and www.watercredit.org.