



Airports Authority of Trinidad and Tobago (“the Authority”) as a leader in the aviation industry is dedicated to providing safe and secure aviation services in a commercially viable manner. We are seeking dynamic and experienced leaders to join our team.

INTERNAL AUDITOR

JOB SUMMARY

To ensure that the policies, procedures, practices and guidelines of the Authority are being adhered to in an economical, efficient and effective manner.

Duties and Responsibilities

- Manage the functions of the Internal Audit Department including the supervision of staff.
- Perform risk assessments on the business processes of the Authority and prioritise the areas of risk noted.
- Prepare audit procedures that will allow for reviewing and interrogating systems of all functions of the Authority.
- Prepare an Audit Plan at least annually outlining work expected to be done to cover risk areas noted in the business processes.
- Prepare audit reports detailing findings on the areas reviewed.
- Report to the Audit Committee of the Board at least once every quarter outlining the status of work done and recommendations.
- Perform special reviews as may be required by the Audit Committee and/or the General Manager.
- Review the work of Audit staff during the various stages of audits.
- Ensure at all times, that the Internal Audit Department is carried out independently, objectively and with utmost integrity.

Qualifications

- ACCA or equivalent professional certification in internal auditing and a minimum of 5 to 7 years’ experience in auditing.
- Knowledge of computer technology, information on a wide range of management systems, literacy with accounting software and good IT skills.



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position
advertised.

REQUIRED SKILLS KNOWLEDGE AND ABILITIES

1. Sound accounting background and intimate knowledge of audit principles, procedures and guidelines.
2. Ability to prioritise work and work with tight deadlines.
3. Excellent numerical skills.

4. Excellent communication skills – both oral and written.
5. Self-motivated.
6. Ability to work alone yet team oriented.

Please visit our website www.tntairports.com to view details of this role.

Interested persons should apply to:

The General Manager
Airports Authority of Trinidad and Tobago
Airports Administration Centre
South Terminal
Golden Grove Road
PIARCO

Or email to generalmanager@tntairports.com

The deadline date for receipt of applications is October 27th, 2024

Unsuitable applications will not be acknowledged.