



The Salvation Army Pakistan Territory

Job Posting

Position Details:

Job Title:	Senior Internal Auditor
Number of Positions:	1
Department:	Internal Audit Department
Reports to:	Chief Secretary
Work Locations:	The Salvation Army THQ Lahore.
Travel:	Extensive as per Job requirement
Gender:	Male
Age:	(35 – 45 years)
Employment Type:	Contractual Full Time: 8 hours a day, Monday to Friday
Remuneration:	Market compatible

Role Summary:

The Senior Internal Auditor is responsible for conducting comprehensive audits, developing site-specific audit plans, preparing detailed reports, and facilitating effective communication with line managers to address key issues and ensure compliance with internal audit standards and objectives.

Duties and Responsibilities:	Qualifications/Experience/Skills/Competencies:
- Lead and conduct internal audits in accordance with the approved annual internal audit plan, organizational policies, and procedures. - Develop audit scopes, risk assessments, and site-specific audit plans based on identified risks and operational priorities. - Review previous internal audit reports and work papers. - Conduct analytical reviews and assess financial transactions, records, balances, and operational processes to identify risks and control weaknesses. - Lead on-site audit activities and ensure that sufficient and appropriate audit evidence is obtained. - Prepare work papers file. - Transfer all recorded conclusions within the work papers to a draft detailed audit report. - Resolve any issues that arose during on-site testing. - Submit work papers and draft report for review. - Prepare Executive Summary of finalized internal audit report. - Conduct and/or participate in an exit meeting with line manager. - Identification of key issues. - Identification of problems and associated solutions in internal audit report. - Complete, accurate and clear work papers to support audit conclusions. - Conduct planning, on-site and report writing functions as per internal audit plan and time budgets. - Provide guidance and mentoring to Internal Auditors and support the continuous improvement of the internal audit function. - Fulfill any other responsibilities as assigned by the <u>Line Manager</u>.	- MS (Accounting & Finance) or M.Com from a recognized institution. <u>Minimum 4 years relevant field experience.</u> - Strong communication skills (verbal and written); Advanced knowledge of the English and local language is preferred, Strong computer skills, proficiency in Microsoft Office suite applications, Organized, team player, self-starter, and results-oriented individual. Personal Competencies Required: - Willingness to promote and work in accordance with The Salvation Army's mission, vision and values, with particular regard to excellence of service. - Well-developed people skills / relationship building. - Analytical and inquisitive. - Problem solving skills - solution focused. - Pro-active and resourceful. - Team focused. Professional Competencies Required: - Accounting skills & knowledge of accounting systems, GAAP (Generally Accepted Accounting Principles). - Internal audit skills. - Effective time management skills. - Effective written and oral communication skills. - Research skills. - Competent word processing and spreadsheet skills. - Ability to undertake travel. - Ability to work in a team or independently.

Please send your resume, a handwritten cover letter and attested copies of academic credentials, along with your contact details, by mail to the "Personnel Department" cover to:

HR Manager
The Salvation Army Territorial Headquarters
35 Share-e-Fatima Jinnah Lahore.

Disclaimer: Applications that do not align with the requirements specified in the job posting will not be considered. **Closing Date: 11th September 2026**
Note: Only Shortlisted candidates will be contacted for an interview, No TA/DA will be paid for the interview.