



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF BUSIA
COUNTY PUBLIC SERVICE BOARD
P.O. BOX 1103 – 50400



ADVERTISEMENT FOR POSITIONS OF AUDIT COMMITTEE MEMBERS (4 POSITIONS)

Pursuant to Article 155 (5) of the Public Finance Management Act, 2012 and Regulations 167 (1) of the Public Finance Management (County Governments) Regulations 2015, the County Public Service Board of Busia wishes to invite applications from suitably qualified Kenyans for the following positions to the Audit Committee as follows:

1. CHAIRPERSON OF THE AUDIT COMMITTEE

Duties and Responsibilities

- i) Set the agenda of each committee with committee members
- ii) Provide oversight on risk management, control and governance processes, and audit affairs of county government and make appropriate recommendations to the Board regarding internal control and audit matters
- iii) Follow up on the implementation of the recommendations of internal and external auditors
- iv) Arrange for periodic review of the effectiveness of the audit committee alongside its mandates
- v) Demonstrate independence and impartiality in decision making with regard to legal, constitutional and policy requirement
- vi) Provide clarification to members on the audit committee's responsibilities

Requirements for Appointment

- i) Be a Kenyan citizen
- ii) Have a minimum of a Bachelor's degree in any of the following fields: Accounting, Finance, Auditing, Economics, Risk Management or other related field from a recognized institution
- iii) Have knowledge and experience of not less than ten (10) years in Audit and/or Financial Management /Accounting
- iv) Have a good understanding of the County government operations, Financial Management and reporting or Auditing
- v) Have a good understanding of the objects, principles and functions of the County Government
- vi) Be an affiliate of professional bodies such as ICPAK, ICPSK, ACFE, IIA or any relevant body
- vii) Meet the requirements of Chapter Six of the Constitution of Kenya, 2012
- viii) Should possess strong interpersonal skills
- ix) Have the requisite business and leadership skills and not a holder of any political office

2. MEMBER, COUNTY AUDIT COMMITTEE (3 POSITIONS)

Duties and Responsibilities

- i) Review and report to the Board and the Accounting officer financial issues and judgements made in relation to the County Executive financial statements
- ii) Review clarity and completeness of financial statements and disclosures in relation to applicable rules and regulations
- iii) Monitor effectiveness of the County Executive's performance management and performance information

- iv) Provide a strong and effective oversight of the Executive's Internal Audit
- v) Provide effective liaison and facilitate communication between management and external audit
- vi) Ensure effectiveness of both internal and external audit processes

Requirements for Appointment

- i) Be a citizen of Kenya
- ii) Have a minimum of a Bachelor's degree in any of the following fields: Accounting, Finance, Auditing, Economics, Risk Management or other related fields from a recognized institution
- iii) Have knowledge and experience of not less than seven (7) years in Audit and/or Financial Management /Accounting
- iv) Have a good understanding of the County government operations, Financial Management and reporting or Auditing
- v) Have a good understanding of the objects, principles and functions of the County Government
- vi) Have membership of professional bodies such as ICPAK, ICPSK, ACFE, IIA or any relevant body, which will be an added advantage
- vii) Meet the requirements of Chapter Six of the Constitution of Kenya, 2012
- viii) Have the requisite business and leadership skills and not a holder of any political office

NOTE:

- i) Members of the Audit Committee shall serve on part-time basis for a period of three years and shall be eligible for re - appointment for a further one term only
- ii) The allowance payable to members of the Audit Committee shall be determined by the Salaries & Remuneration Commission (SRC)
- iii) The Chairperson of the Audit Committee shall be independent from the County Government entities.
- iv) Members appointed to the Audit Committee shall not be past or present employees of the entity, and shall not have served as employees or agents of any business which has carried out any business with the County Government in the last two years

HOW TO APPLY

Applications in sealed envelopes together with copies of their detailed curriculum vitae with names, address and telephone contacts, academic and professional certificates, testimonials, national identity card and any other supporting documents marked **APPLICATION FOR MEMBERSHIP TO THE COUNTY AUDIT COMMITTEE** should be submitted to **the County Public Service Board – PORT VICTORIA PLAZA on or before -12th of September 2023 at 5.00 p.m.**

All applicants shall avail all copies of current Chapter Six documents during the interview.

Applications should be addressed to:

**The Secretary/CEO,
County Public Service Board,
County Government of Busia,
P.O Box 1103- 50400,
Busia.**