



GOVERNMENT OF PAKISTAN
NATIONAL VOCATIONAL & TECHNICAL TRAINING COMMISSION

NAVTTTC HQs, Plot No. 38, Kirthar Road, Sector H-9/4, Islamabad
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RECRUITMENT ON DEPUTATION BASIS

National Vocational & Technical Training Commission (NAVTTTC) requires services of qualified, highly talented and self-motivated officer / official of Federal / Provisional Governments / Autonomous Bodies, presently working in BPS-19 on **deputation basis** against the following position, on standard terms and conditions: -

Position	Director Audit (NAVTTTC HQs, Islamabad)
Minimum Qualification, Experience & Age	Qualification: Minimum 16 years of education in any or relevant discipline/ Masters in Business Administration or Masters in Finance / Accounting/ Management/ Engineering from HEC / Foreign recognized University / institute Experience: Minimum 12 years of overall experience / Government Service Relaxation on experience for higher qualification(s) as per instructions on the subject At-least 10 years of experience in handling matters related to Audit / Budget / Finance /Accounts / Project Monitoring 5 years exclusive experience of handling audit matters shall be given preference Age: 50 Years maximum
Desirable Attributes	<u>Key responsibilities</u> • Strategic Leadership: Develop and implement a comprehensive annual internal audit plan that aligns with the organization's goals and regulatory requirements. • Operational oversight: Plan and conduct complex financial, operational, and compliance audits to ensure integrity and adherence to standards. • Risk management: Collaborate with senior management to assess and manage organizational risks. • Financial controls: Evaluate the effectiveness of internal control systems and ensure compliance with the internal control framework, Government rules, and fiduciary guidelines. • Audit reporting: Prepare detailed audit reports with findings and recommendations for submission to the Audit Committee and senior management. • Liaison: Act as the primary point of contact for external auditors and regulatory bodies, including the Auditor General of Pakistan. • Team management: Provide leadership, guidance and mentorship to the internal audit team. • Investigation: Conduct special audits or investigations as requested by management or the Audit Committee. <u>Technical knowledge</u> • Strong knowledge of audit principles, practices, and international standards (e.g., IFRS, International Auditing Standards). • Familiarity with financial rules and regulations in Pakistan's public sector. • In-depth understanding of internal control systems. <u>Key Skills</u> • Exceptional analytical and problem-solving skills. • Strong leadership and team management abilities. • Excellent written and verbal communication for reporting and stakeholder engagement. • Proficiency in audit software and ERP systems is often preferred.

- The position is required to be filled through approved SoPs for deputation.
- Contract and project base employees are not eligible to apply.
- The selected officer / official may be posted any where in the country.
- Only regular Government / Civil servants working in Federal / Provisional Government Organizations / Autonomous Bodies in BPS-19 are required to submit their applications through National Employment Exchange Tool (NEXT) on Job Portal at www.jobs.gov.pk.
- Online applications submitted within 15 days of publication of this advertisement will be considered.
- Only shortlisted candidates shall be called for interview by relevant forum.
- The advertisement does not confer any right of appointment on deputation basis.
- NAVTTC reserves the right to cancel the process of appointment on deputation against the above post at any time without assigning any reason.
- TA/DA shall not be admissible
- NAVTTC is an equal opportunity employer and encourages all genders to apply.