

VACANCY

The Development Bank of Jamaica (DBJ) seeks to identify suitable applicants for the position of:

INTERNAL AUDITOR (CONTRACT)

Reporting to the **General Manager – Audit Services**, the Internal Auditor is responsible for conducting audit engagements and reporting findings, conclusions and recommendations to support the effectiveness of the Bank's governance, risk management and internal control processes.

PRINCIPAL DUTIES & RESPONSIBILITIES

The successful candidate will:

- Evaluate the adequacy and effectiveness of governance, risk management and internal control systems.
- Conduct risk-based audit engagements in accordance with approved audit methodologies and professional standards.
- Identify and assess risks and execute audit procedures to determine compliance with policies, procedures, laws and regulations.
- Prepare audit working papers, reports and recommendations for management consideration.
- Conduct follow-up reviews to assess the implementation of agreed corrective actions.
- Participate in investigations, advisory assignments and special reviews as required.
- Conduct site visits and verification exercises relating to projects, assets and activities financed or administered by the Bank.

Minimum Qualifications and Experience

- BSc. in Accounting, Management Studies or a related discipline, or ACCA Level II.
- Certified Internal Auditor (CIA) or Certified Fraud Examiner (CFE) certification or actively pursuing such certification.
- Professional membership with the Institute of Internal Auditors (IIA) or the Association of Certified Fraud Examiners (ACFE).
- strong analytical and problem-solving skills.
- Excellent report writing, communication and presentation skills.
- Working knowledge of audit management and data analytics software, including TeamMate+.
- Proficiency in Microsoft Office Suite.
- Possess the ability to work independently and collaboratively.
- Strong stakeholder management skills.
- Minimum of three (3) years' practical experience in internal or external auditing or related assurance functions, preferably within the financial sector.

Qualified applicants are invited to submit their applications **by June 12, 2026** to:

Manager, Human Resource
EMAIL: dbjcareers@dbankjm.com