

MANAGER, INTERNAL AUDIT & RISK– 1 Post
Reports To : CEO & TRUST SECRETARY

Purpose of the Job

Job Summary:

To lead and manage the internal audit and risk management functions by providing independent assurance and advisory services that enhance governance, risk management, and internal control processes.

Key Responsibilities

- i. He/she will be the Secretary to the Audit Committee of the Board;
- ii. Prepare and present audit and risk reports to the Board.
- iii. Monitor implementation of audit recommendations
- iv. Promote good corporate governance and compliance with various laws and regulations impacting on the Funds operations.
- v. Develop audit, risk management and other related policies and strategies ensuring their implementation.
- vi. Develop, document and implement sound audit management systems in accordance with International Auditing standards.
- vii. Undertake annual audit planning and ensure its implementation.
- viii. Check on budgetary controls to ensure compliance with the set budget and work plans.
- ix. Liaise with the External Auditors.
- x. Coordinate responses to Management Letters from the external auditors.
- xi. Coordinate special audit investigations as may be required from time to time.
- xii. Coordinate risk management processes and ensure implementation of risk management guidelines;
- xiii. Promote a risk-aware culture across the organization.

Candidate Profile

The candidate should possess the following minimum qualifications:

- Master's degree in a Business-related field will be an added advantage.
- A degree in Accounting, Finance, Business Administration, or related field.
- Minimum 8 years of relevant experience in audit and risk. At least 5 years in a managerial role.
- Have Professional qualifications in:
 - CPA(K) or ACCA.
 - Certified Internal Auditor (CIA) or CISA is highly desirable.
 - Membership of professional body in ICPAK and/or Institute of Internal Auditors (IIA).

In addition, candidates should demonstrate the following personal traits and competencies:

- Risk-based auditing.
- Enterprise Risk Management (ERM).
- Financial and operational audit expertise.
- Knowledge of regulatory frameworks.
- IT audit and data analytics skills.
- High integrity and ethical standards.
- Strong leadership and management skills.
- Analytical and problem-solving abilities.
- Excellent communication and presentation skills.
- Independence and objectivity.
- Stakeholder management skills
- Professionalism and integrity in line with Kenya Power Pension Fund values.

How to Apply

Interested and qualified candidates are advised to visit the Fund's website for detailed job descriptions for the roles at www.kppf.co.ke/careers/. Applications should be submitted through the link: <https://e-recruitment.kppf.co.ke> to be received not later than **Monday 22nd June, 2026**.