



UGANDA MEDICAL AND DENTAL PRACTITIONERS COUNCIL MINISTRY OF HEALTH

P.O. Box 16115, Plot 6, Lourdel Rd., Wandegaya, Kampala, Uganda. Tel/Fax: +25 6-41-345844
E-mail: registrar@umdpc.com

The Uganda Medical and Dental Practitioners Council is a statutory body established by an act of parliament, Chapter 272 of 1996. The Council seeks to recruit suitable candidates to fill the following post:

Job Title: Internal Auditor

Reports To: Registrar

Job Purpose: To enforce compliance to laws and accounting regulations.

a) Duties and responsibilities

- i) Implement and undertake a comprehensive program of audit, risk and assurance with agreed budgets and time scales,
- ii) Advise Council on matters of financial utilization and accountability,
- iii) Prepare statutory audit reports and submit to relevant authorities,
- iv) Follow up on audit recommendations,
- v) Conduct manpower audit to ensure conformity with the established policies and guidelines,
- vi) Audit revenue collections and all monies due to the Council,
- vii) Audit procurement of goods and services to ensure value for money,
- viii) Carry out prepayment audits,
- ix) Identify, develop and document audit issues and recommendations using independent judgment concerning areas being reviewed
- x) Perform other duties incidental to the above assigned from time to time by the supervisor

b) Job Requirements

- i. Must have an Honors Bachelor's degree in Accounting and Finance, Commerce or Business Administration (Accounting option) from a recognized institution,
- ii. Must have relevant professional qualification such as ACCA, CIA, and CPA
- iii. Membership to the certified internal Auditors (CIA) may be of added advantage,
- iv. Must have at least 3 years relevant working experience in a reputable organization



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How to apply:

Please send hard copies of your CV to the Human Resource/ Administrative Officer at the following address:

Uganda Medical and Dental Practitioners Council,

P.O Box 16115,

Plot 6, Lourdel Rd., Wandegaya,

Kampala, Uganda.

Tel: +256-41- 345844,

Email. registrar@umdpc.com

The closing date for receiving applications is **Wednesday 30th March 2016.**

UMDPC accepts no liability for incomplete submission, late and/or misdirected submission of applications.

Note:

- UMDPC is thankful for all applicants for their interest though only candidates who meet all requisite criteria and are shortlisted will be contacted.
- Any form of canvassing will lead to automatic disqualification.