The OECD is an international organisation based in Paris with some 2000 staff. We are looking for an Auditor-General to guide an internal audit team in establishing and executing an audit plan. The person will work under the general direction of the Secretary-General and will provide advice, independent of operational management, on all aspects relating to the internal management of the Organisation. S/he verifies the performance of, and proposes improvements to, the internal controls designed to protect the Organisation’s assets and foster operational efficiency.

The job...

1. Determine appropriate objectives, in agreement with the Secretary-General, in relation to management needs, assessed risks, data sensitivity and history of reported deficiencies.

2. Develop comprehensive short-term and long-term plans, taking into account actual staffing levels and technical expertise compared to the objectives, and the complexity of existing internal controls systems.

3. Review the reliability and integrity of financial and operating information and the means used to identify, measure, classify and report such information, including complex computer systems.

4. Review the means of safeguarding assets, and, as appropriate, verify the existence of such assets.

5. Review the systems established to ensure compliance with the Organisation’s Regulations and Rules, policies and procedures, and which could have a significant impact on operations and reporting, and determine whether the Organisation is in compliance.

6. Appraise the economy and efficiency with which resources are employed, and review operations and programmes to ascertain whether results are consistent with established objectives.

7. Provide adequate support to the external auditors.

8. Prepare written reports of findings to those levels of management needing the information in order to correct deficiencies, and verify the degree to which recommendations have been implemented.
The person we are looking for should have...

1. An advanced university degree in auditing, accounting, finance, public administration or law and certification from a recognised association of accounting or auditing.

2. Extensive and relevant experience in the management and execution of internal audits in a complex, multinational environment. Experience with a respected commercial auditing firm would be an advantage.

3. A thorough understanding of internal control and management information systems, and the judgement and experience to assess the risk factors used to establish audit priorities.

4. Excellent communication abilities, and skill in dealing diplomatically with people at all levels of a multicultural organisation.

5. High professional and personal standards of conduct, with strength of character and conviction.

6. Fluency and written skills in one of the two official languages of the Organisation (English and French) and an excellent working knowledge of the other language.

We are an equal opportunity employer and encourage applications from female candidates.

Applications (in English or French) from nationals of OECD Member countries should quote reference EXD/HRM/VAC(2002)016 and be sent via our on-line application form on www.oecd.org (click on recruitment) by 28 March 2002.

Only candidates selected for interview will be contacted.

For more information on OECD and our recruitment, please see www.oecd.org