



AUDIT OVERSIGHT BOARD

Assistant Manager Finance

Terms of Reference

The Audit Oversight Board (AOB), an independent audit regulator based in Islamabad, is seeking a professional for the position of Assistant Manager Finance.

Job Description		
	<ul style="list-style-type: none">- Prepare and maintain Audit Oversight Board accounts and financial statements;- Prepare annual budget and variance analysis;- Manage funding issues;- Manage the investment portfolio of AOB as directed by AOB;- Liaise with external auditors;- Help create and manage endowment fund; and- Any other task as may be assigned.	
Positions	Assistant Manager Finance	Merit = 01
Minimum qualification	Individuals qualified or part qualified in accountancy from a professional accounting body, recognized by the International Federation of Accountants (IFAC), or MBA	
Minimum relevant work experience	Three years	
Compensation	Market-based	
Term	Contractual, selected candidate will be appointed on three (3) years (renewable) contract.	