

Career opportunity

Job Description

Job Title:	Audit Managers
Location:	Nairobi
Job Type:	Full-Time
Reports to:	Administrative report to the Audit Directors Functional Report to the Partners - Private/Public Sector.
Supervises:	Audit Team

Role Summary

This position is responsible for leading and managing audit engagements for a diverse portfolio of clients across various industries. The role involves planning and executing audits, managing audit teams and providing clients with insights and recommendations to improve their financial reporting, internal controls, and risk management processes. The Audit Director will work closely with senior management and clients ensuring that all audits are performed in compliance with relevant standards, regulations, and firm policies.

Key Responsibilities

- 1. Audit Planning and Management:**
 - Develop and carry out thorough risk-based audit strategies for clients, including resource allocation, scheduling, and scoping.
 - Reviewing the audit plan for Partner approval.
- 2. Audit Execution and Oversight:**
 - Oversee the daily operations of audit engagements to make sure they adhere to the firm's quality policies, the audit plan, and the Baker Tilly audit methodology.
 - Review audit workpapers and reports for accuracy, completeness, and adherence to professional standards.
- 3. Client Relationship Management:**
 - Effectively manage a portfolio of clients across various industries.

- Build and maintain strong relationships with clients, acting as the primary point of contact throughout the audit process.
- 4. Team Leadership and Development:**
 - Conduct performance evaluations, provide feedback, and support professional development and training initiatives for their audit teams.
 - Resolve any issues the audit team may have.
 - 5. Quality Control and Compliance:**
 - Ensure that the firm's audit procedures and methodology adhere to internal quality standards and legal requirements.
 - Identify and address any issues or discrepancies that arise during audits and escalate significant matters to senior management or partners.
 - Submission of complete audit files to the Partner on a timely basis
 - 6. Business Development:**
 - Identify and develop business opportunities to grow the department.
 - Carrying out any responsibilities that may occasionally be assigned, including administrative duties to cover personnel assignment allocation, client invoicing and collection, work-in-progress reports, client deliverables, and so on.

Qualifications

- Bachelor's degree in accounting, Finance, or a related field.
- Member of ICPAK or equivalent professional qualification (e.g., ACCA) is required.
- Seven years of experience in an audit firm with a minimum of 3 years in a supervisory or management role.
- Strong knowledge and effective application of all relevant accounting/auditing standards and regulatory requirements.
- Must be results oriented with high standards of integrity
- A good team player who can work independently.
- Excellent leadership, interpersonal and communication skills.
- Must be able to plan work and prioritize tasks to deliver under strict deadlines.
- Ability to build and maintain strong client relationships.

Preferred Skills

- Experience with audit software and data analytics tools.
- Demonstrated ability to manage multiple projects and priorities in a fast-paced environment.
- Strong analytical, problem-solving, and decision-making skills.

About Baker Tilly

Baker Tilly is a full-service accounting and advisory firm that offers industry specialised services in assurance, tax and advisory. At Baker Tilly, we are ready now, for tomorrow's challenges. We believe in the power of great relationships. We lead and listen for great conversations. We channel change into progress for great futures.