



CAREER OPPORTUNITY

SporTT is seeking to recruit a suitably qualified individual for the following position:

SENIOR OFFICER, INTERNAL AUDIT

JOB SUMMARY:

The incumbent is required to supervise the day-to-day operations of the Internal Audit Department. The main functions are:

1. Actively operate as a champion of the Internal Audit vision and strategy.
2. Assist in strengthening the organisation's ability to create, protect, and sustain value by providing the organisation with independent, risk base and objective assurance advice, foresight, and insight.

ROLES AND RESPONSIBILITIES:

- Supervise and execute internal audit assurance assessments for the organisation in accordance with the approved Internal Audit plan and special requests assigned by Head Internal Audit
- Reviewing of departments, policies, and procedures
- Developing of audit objectives, testing working programmes and scope of engagement letters for operational audits
- Reviews audit procedures, identifying issues, developing criteria, reviewing, and analysing of evidence and documenting processes and procedures
- Document findings and recommendations
- Supervise, review and perform testing worksheets after review of systems, policies, and procedures
- Supervises and reviews the validations of Internal Audit Implemented Recommendations
- Operate as the Champion for the monitoring of the Company's compliances
- Provides training, coaching and supervision to internal audit staff
- Participate in opening & closing conference meeting with managers and process owners to discuss audit scope findings and recommendations
- Conducting staff interviews with process holders
- Prepare audit reports inclusive of audit objective, scope, proposed risk ratings, findings, and proposed recommendations for submission to Head, Internal Audit
- Review Audit reports of junior team members.
- Review compliance status reports as it relates to as it relates to the State Enterprise Performance Monitoring Manual (SEPM) Companies Act, and the Securities Exchange Commission (SEC)
- Monitor and track the implementation of Audit Recommendations both internally and externally

QUALIFICATIONS:

- MBA Management/Accounting
- CIA certified will be considered an asset
- Or
- Any equivalent combination of experience and training



EXPERIENCE:

- At least seven (7) years of experience independently performing internal audit work and executing internal audit plans, three (3) years in a supervisory/senior capacity
- Experience working in the public sector would be considered an asset

Through demonstrated proficiency in:

- Industry, regulatory standards including International Standards for the Professional Practice of Internal Auditing (IPPF)
- Microsoft Office Suite
- Member of IIA

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of Procurement Regulations as it pertains to the Public Procurement & Disposal of Public Property (Amended and Validations) Act, 2023
- Familiar with the guidelines set out in the State Enterprise Performance Monitoring Manual and the Exchequer and Audit Acts
- Well-developed knowledge and investigative and interviewing skills
- Strong organizational and analysing skills
- Ability to think objectively and independently
- Extensive working knowledge of auditing practices, standards, principles, and procedures
- Strong written and communication skills
- Sound understanding of operational and compliance risk, risk assessments, internal controls, financial statements analysis, ethics, and frauds
- Must be of great ethical standing
- Maintains integrity & confidentiality
- Must have multi-tasking and execution skills

All Candidates must possess good interpersonal skills with a strong work ethic and commitment to excellence. Candidates must be able to deliver superior quality in a fast-paced environment.

Applications with full resumes should be sent to:

The Human Resource Department
The Sports Company of Trinidad and Tobago Limited
National Cycling Velodrome, Off Couva Main Road, Balmain, Couva

Or

recruitment@sportt-tt.com

Deadline for submission of applications:

No later than Friday 13th March 2026 at 4:00pm

Dated: 2026 March 01