

WE'RE HIRING

AMK Microfinance Institution is one of Cambodia's leading microfinance institutions, with coverage all over the country. AMK employs over 3,700 staff serving almost 1,000,000 clients in nearly 13,000 villages across Cambodia, 91% of all villages. We are looking for a talented and committed individual to join our diversified team, and offering attractive career prospects across branches and departments of our business.

A job at AMK is more than just a paycheck - we support our employees in their development and growth and help them explore their unique strengths.

Job Title : Senior IT Internal Audit Officer (1 Post)
Report To : Head of Internal Audit
Location : Head Office
Closing Date : March 31,2023

Job Responsibilities:

- ▶ Prepare detail plan of IT related for the year aligning with overall plan by Head of Internal Audit and present to Head of Internal Audit for approval
- ▶ Design risk and audit universe of IT related field as a data and information collection (IT infrastructure, Management Information System, IT Security, Core Banking Support, IT related projects)
- ▶ Design audit program to define objectives and scope of the IT related; the objectives are to ensure the integrity of the data and processes that the system support
- ▶ Conduct IT related audit missions with regards to the objectives and scopes defined and approved by Head of Internal Audit
- ▶ Involve in some assigned specific IT and system projects
- ▶ Be pro-active on updating related emerging IT risks and update the status of cyber security and the IT general control including, but not limited to, network infrastructure and firewall security setting, data management
- ▶ Take lead in designing of standard IT audit program for branch audit to test appropriateness and compliance
- ▶ Provide training and refreshment training of IT audit program for branch audit to related staff
- ▶ Provide immediate recommendation as the result of both the compliances, risk and operational audits relating to IT
- ▶ Draft internal audit report on own findings and report to Head of Internal Audit
- ▶ Ensure constant capacity building and up-to-date of AMK's performance
- ▶ Maintain constant communication with IT department relating to the performance of the IT department
- ▶ Other tasks required by the HIA.

Qualification and Experiences:

- ▶ Bachelor degree in IT and certified IT related is an advantage (CEH, Penetration Tester, ...)
- ▶ At least 2 years of experience in internal audit or 1 year of experience in IT internal audit.
- ▶ Experiences of IT field specializing in Network (CISCO and firewall security) and Experience in IT audit system, network and IT security is an advantage
- ▶ Good understanding of database and application management
- ▶ Good analysis and troubleshooting system and configuration of CISCO and Firewall
- ▶ Knowledge of IT and system project is preferable
- ▶ Ability to write timely, clear and concise reports on the findings
- ▶ Good written and spoken English, as well as communication and interpersonal skills
- ▶ High self-integrity and commitment are highly appreciated
- ▶ High motivation and ability to work without supervision and willing to travel to the provinces

Benefits

<ul style="list-style-type: none">▶ AMK provides a competitive salary package to the employees▶ Salary increment rate every year▶ Khmer new year bonus (100%)▶ Phchum Ben bonus (50%)▶ Retirement bonus (300%)▶ AMK Pension fund (Up to 84%)▶ Retention bonus (Up to 200%)▶ Seniority payment (Backward & Forward)▶ Incentive (no cap base on performance)▶ Uniform allowance▶ Phone allowance	<ul style="list-style-type: none">▶ Moto rental allowance▶ Medical insurance including dependent (100% no limit) plus oversea treatment for staff▶ Accident insurance 24/7days▶ Birth delivery package (up to 2,400,000)▶ Staff loan (lower rate at 2%)▶ Annual leave 18 days per year▶ Paid Sick leave & maternity leave (up to 6 months)▶ Capacity development and opportunity to promote per job requirement▶ Working condition in accordance to the Cambodian Labor Law
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Interested candidates should apply by sending a CV and a cover letter to: AMK branch and sub-branch offices or Head Office, Building 285, Yothapol Khemarak Phoumin Blvd. (271), Sk. Tomnub Tuek, Kh.Boeng Keng Kang, Phnom Penh, Cambodia or E-mail: job@amkcambodia.com

Attachments:

- A copy of obtained certificates or confirm letter by the University
- A copy of national identification, family book, and certificate of birth
- For additional information, please contact at Tel: (023) 993 062 / (023) 224 763 or visiting website: www.amkcambodia.com
- AMK is an equal opportunity employment. Qualified women and persons with disabilities are encouraged to apply.