

## PAKISTAN SPORTS BOARD

Srinagar Highway, Near Aabpara, Islamabad

<b>SITUATION VACANT</b>
-------------------------

Pakistan Sports Board (PSB), the premier national institution for the promotion and development of sports in the country, applications are invited from Pakistani nationals from highly qualified, experienced, and dedicated professionals for the position of **Internal Auditor (Individual)** on a full-time contractual basis.

### **KEY RESPONSIBILITIES:**

- The Internal Auditor will work independently under the supervision of the Audit Committee to perform the following key functions:
- Evaluate compliance with applicable laws, rules, and internal policies.
- Conduct risk-based internal audits of financial and operational processes.
- Assess the effectiveness of internal controls, risk management, and governance.
- Ensure compliance with prescribed accounting standards and practices.
- Audit procurement procedures, payroll systems, and contract management to detect irregularities or misuse of funds.
- Identify operational weaknesses and recommend corrective measures.
- Monitor adherence to PPRA Rules and regulatory requirements.
- Prepare and submit periodic audit reports to the Audit Committee.
- Ensure timely follow-up on Audit Committee recommendations.
- Liaise with external auditors and ensure resolution of audit observations.
- Contribute to the development of internal policies, SOPs, and internal controls.
- Undertake any other tasks assigned by the Audit Committee or the Board.

**ELIGIBILITY CRITERIA:**

- Maximum age limit shall be 40 years.
- The salary package will be market based, competitive and negotiable.

**EDUCATIONAL QUALIFICATION:**

- Master's degree in Finance/Accounting or equivalent from an HEC-recognized institution.
- A legal qualification (LLB) will be considered an added advantage.

**PROFESSIONAL QUALIFICATION:**

- Membership in a recognized professional accounting body (e.g., ICAP, ICMAP, ACCA, PIPFA),

OR

- Completion of a certified public finance/audit program from institutions such as the Office of the Auditor General of Pakistan.

**EXPERIENCE:**

- Minimum 15 years (with a Master's degree) or 12 years (with a professional qualification) of relevant, verifiable experience in:
  1. Public sector auditing
  2. Financial compliance
  3. Internal control evaluation
- Preference will be given to candidates with:
  - Supervisory audit experience in government institutions
  - Experience auditing federal government bodies, donor-funded projects, or organizations like AGP, FBR, AGPR, PRAL

**TECHNICAL KNOWLEDGE:**

- In-depth knowledge of:
  - Government financial rules and audit procedures
  - Public sector accounting systems

- PPRA Rules
- Financial frameworks of autonomous bodies

**SKILLS:**

- Excellent analytical and audit reporting skills
- High proficiency in Microsoft Excel and audit software
- Strong communication and interpersonal skills, especially in dealing with oversight bodies

**Integrity:**

- No record of dismissal from public service
- No history of disciplinary action, misconduct, or financial irregularity

Interested candidates are invited to submit their applications along with a detailed CV. to the following email address : -

"infopsb@sports.gov.pk"

Only shortlisted candidates will be called for an interview. No TA/DA will be admissible. Last date for submission of application is **22 September 2025**.

(Ghulam Raza)  
Assistant Director (Admn)  
Ph:051-9249030