Rwanda Interlink Transport Company Ltd
KIGALI HEAD OFFICE
Tel: +250 788 319 333
Email: info@ritco.rw
Website: www.ritco.rw

JOB RE-ADVERTISEMENT.

Rwanda Interlink Transport Company (RITCO Ltd) is a public-private entity providing sustainable solutions to public transport for both rural and urban populations.

we are looking for interested and qualified candidates to apply for the position of **Internal Auditor.**

The internal auditor reports to the Chief Executive Officer.

The main duties and responsibilities are the following:

- Provide an advisory role to the CEO in matters relating to internal controls in RITCO across all functional areas.
- Plan the scope of the audit, prepare the audit program and determine the appropriate auditing procedures and examination techniques to be applied.
- Performs audit assignments, which involve analysis of the company policy and procedures, and an evaluation and selection of appropriate audit approach, procedures, and sampling criteria based on professional judgment and defined process steps.
- Identify and evaluate the entity risks in all auditable areas, prepare a risk-based annual audit plan.
- Conduct quality review of financial statements by carrying out audits that evaluate the controls over revenues, expenditures, assets, and liabilities designed to optimize the efficient use of resources and effectiveness of operations.
- Examine adherence to any policy, contractual, regulatory, and legislative requirements.
- Where appropriate, assess any allegations of wrongdoing or breaches of government standards of conduct.
- Participate in significant initiatives and priorities and provide solutions to financial and other internal control issues.
- Document conclusions; organize and reference work papers for review.
- Performs opening meetings to explain the scope and objectives of the engagement and provide an overview of all steps in the audit process in each department under audit;
- Performs closing meetings at the end of fieldwork, providing clear explanations for the results of analytics as required.
- Prepares working papers and audit reports in accordance with established guidelines within the Internal Audit charter.
- Prepares formal written reports covering the results of assigned engagements and participates in report reviews with audited and management
- Summarize Internal Audit activities in a consolidated report to be submitted to the Audit Committee.

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- Agree on performance targets with the CEO and report on achievement on a quarterly basis.
- Prepare an Internal Audit annual report to the BOD after being reviewed by senior management.
- Review the responses of management to audit recommendations and monitor the implementation of recommendations (Quarterly)
- Submit monthly, quarterly and annual reports to the audit committee, which is a subcommittee of the board.
- Perform any other related duties as may be assigned by the Chief Executive Officer

Job Requirements and Qualifications.

- Bachelor's degree in Finance, Accounting, or Management with specialization in Finance / Accounting
- Should possess a professional qualification such as ACCA, CPA, CIMA
- Detailed knowledge of financial and Audit Standards, HR & Financial regulations, Procedures, and accounting software
- Planning and budgeting skills;
- High Analytical skills;
- Report writing and presentation skills.
- Time management skills;
- Excellent problem-solving skills and clear logical thinking;
- Fluent in Kinyarwanda, English, and/ or French; knowledge of all is an advantage

Interested candidates are requested to submit their application letters together with a detailed CV, Academic certificates, the updated criminal record certificate and the copy of ID all documents must be scanned as one document and sent at recruitment@ritco.rw not later than 25th November 2026 at 5:00 PM, the subject of the application must be the position you applied for 'Internal Auditor".

Only the candidates who meet the above requirements will be shortlisted

Done at Kigali, Tuesday17, Nov.2026

NKUSI Godfrey
Chief Executive Officer