



For all life's journeys

Employment Opportunity

Trinidad & Tobago National Petroleum Marketing Company Limited invites suitably qualified nationals to apply for the following position:

CHIEF INTERNAL AUDITOR

The Chief Internal Auditor provides independent, objective assurance and consulting services to the Board of Directors, Chief Executive Officer and members of the executive team in respect of improving the operations of the organization.

RESPONSIBILITIES INCLUDE:

- Alignment of the organization's objectives with its operations.
- Development, manualization and maintenance of relevant Internal Audit procedures.
- Establishment and administration of a Quality Assurance programme.
- Provision of internal consulting services.
- Minimization of risk through policy compliance.
- Management of subordinates.
- Ensuring that the Internal Audit Charter is executed and effectively administered.
- Developing and monitoring both an annual and a long-term plan for Internal Audit.
- Providing advice and guidance to Line Management in respect of the development of the company's strategic plan.
- Establishing and administering the company's Quality Assurance programme.
- Developing and monitoring the execution of audit programmes predicated by the audit schedule, to evaluate adherence to the company's policies and procedures and evaluating operational efficiency of management in their control of the company's resources.
- Appraising the company's network of Risk Management/Control and governance processes.
- Identifying opportunities for improving governance, management risks and governance processes.
- Determining training needs for subordinate staff and developing and implementing in collaboration with the Human Resource Services department, relevant training plans and programmes.
- Appraising and reviewing the work of subordinate staff to ensure the achievement of established audit objectives.
- Conducting special audit investigations and preparing required reports.
- Liaising with external auditors and institutional agencies to facilitate implementation of the established audit schedule and compliance with regulatory requirements.
- Performing other related duties as required by the job function.

THE SUCCESSFUL CANDIDATE MUST IDEALLY POSSESS:

- Extensive theoretical and practical knowledge of auditing fundamentals, perspectives and procedures.
- Thorough understanding of the institutional, regulatory, legal and governmental requirements of existing Audit Charter requirements.
- Sound knowledge of computer assisted auditing techniques and methods, procedures, operating practices and relevant ordinances as well as effective analytical, diagnostic, communicative, interpersonal and managerial skills.
- A professional Auditing Accreditation or an equivalent mix of qualifications.
- At least ten (10) years post qualification experience, five (5) of which should have been at middle management or professional level.

Persons who meet the above requirements are invited to email a complete résumé with cover letter no later than 2026 May 15 to:

General Manager Human Resource & HSSE
Trinidad & Tobago National Petroleum Marketing Company Limited
NP House, National Drive, Sea Lots, Port of Spain
email : vacancies@np.co.tt

NB: Only suitable applicants will be contacted.