

Vacancy announcement

Position	Internal Compliance Intern	Starting date	ASAP
Location	Erbil, Iraq	Type of contract	Internship
Contract duration	6 months	Security Risk Level	Risky

About ACTED

Since 1993, as an international non-governmental organization, ACTED has been committed to immediate humanitarian relief to support those in urgent need and protect people's dignity, while co-creating longer term opportunities for sustainable growth and fulfilling people's potential. ACTED endeavors to respond to humanitarian crises and build resilience; promote inclusive and sustainable growth; co-construct effective governance and support the building of civil society worldwide by investing in people and their potential. We go the last mile: ACTED's mission is to save lives and support people in meeting their needs in hard to reach areas. With a team of 4,300 national staff 300 international staff, ACTED is active in 35 countries and implements more than 450 projects a year reaching over 11 million beneficiaries. More on www.acted.org

Country Profile

Number of projects	38
Number of areas	4
Number of national staff	313
Annual budget (EUR)	21M€
Number of offices	6
Number of international staff	23

Position context and key challenges

ACTED has been present in Iraq supporting conflict affected populations since 2004 and currently operates in 15 regions. For the last 4 years, our team of 350 people has been responding to the Syrian refugee and IDP crisis, notably in the Kurdistan Region of Iraq, where ACTED supports over 1.5 million people. Our multi-sectoral approach addresses the most urgent needs of internally displaced people and refugees by ensuring their protection, delivering life-saving food assistance, providing shelter and non-food item packages with lifesaving items and improving their living environment in and out of camps through camp management and Water, Hygiene and Sanitation activities.

Key roles and responsibilities

Under the supervision of the Country Transparency and Compliance Manager / Officer (in any) or Country Director:

1. Facilitate the implementation of the ACTED standard guidelines and FLATS System in the country
2. Facilitate external audits preparation and due diligences
3. Contribute to the implementation of the approved national internal audit plan: facilitate internal audit missions through a risk management approach and follow-up the agreed action plans.
4. Training, lessons learnt and best practices: facilitate training sessions to reinforce the compliance level of country teams and implementing partners, ensure lessons learnt and best practices are discussed, influence the improvement of ACTED's current procedures

Required qualifications and technical competencies

- Postgraduate diploma in Finance/ Audit or International Relations
- Previous related work experience, preferably in the humanitarian field w/knowledge of finance and logistics
- Postgraduate diploma in relation to the position
- Excellent English writing and communication skills
- Ability to work efficiently under pressure
- Ability to work in an unstable security environment moving
- Willingness to work and live in often remote areas under basic conditions
- Ability to work independently and creatively about the land and capital

Conditions

Field Intern benefits include:

- 300 USD per month living allowance
- Coverage of all accommodation, guesthouse, food, and travel costs, a luggage allowance of 50 kg
- The provision of medical, repatriation, and life insurance.

How to Apply

Please send your application including cover letter, CV and references to jobs@acted.org under **Ref: FLATI/IRQ**