



**INTERNAL AUDIT AGENCY  
TUBMAN BOULEVARD-OLDEST CONGO TOWN  
MONROVIA-LIBERIA**

**June 16, 2025**

# Consultancy for the Development of IAA's Regulation

The Internal Audit Agency (IAA) is an autonomous public sector internal audit institution responsible for establishing and directing internal audit functions in all public sector entities in Liberia. The Agency promulgates standards that guide the practice of internal auditing and internal auditors in the public sector.

The IAA is dedicated to ensuring the highest standards of internal audit practices and services that improve the effectiveness of governance, risk management and controls (GRC) to achieve the goals and objectives, efficiency and effectiveness of operations, accuracy and integrity of information, protection of public resources and compliance with laws and regulations.

IAA's Act was passed into law in 2013. However, the lack of a Regulation outlining the step-by-step procedures to clearly articulate and ensure prescriptive application and efficient execution of the Act has led to inconsistent, ambiguous and sometimes inaccurate interpretation and application of IAA's Act in many of the ministries, agencies and commissions IAA serves.

## Job Description

The IAA is currently deployed in 92 ministries, agencies and commissions providing continuous compliance review, risk assessments, as well as assurance and consulting services. The IAA reports to the President, the Speaker, the Pro Tempore and the Chief Justice on a yearly basis, and to the heads of government entities on a quarterly basis. To enhance consistent application and enforcement of the IAA's Act, the Agency is seeking a consultant(s) to develop a Regulation for IAA's Act which clarifies the provisos, and provides details on the rules and procedures necessary for the Agency's Act to be implemented and enforced effectively.

## Job Responsibilities



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<ul style="list-style-type: none"> <li>• Background research and review of regional and the Institute of Internal Auditors framework on internal auditing.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide context-specific analysis and interpretation of the Internal Audit Agency's Act</li> </ul>
<ul style="list-style-type: none"> <li>• Hold meetings with key IAA's auditors to acquire relevant information and gainful understanding of the IAA's practices, IAA's processes vis-à-vis IAA's law and international best practice.</li> </ul>
<ul style="list-style-type: none"> <li>• Clarify all ambiguities and jargons in IAA's Act which are specific to internal auditing locally and internationally.</li> </ul>
<ul style="list-style-type: none"> <li>• Delineate the step-by-step procedures for consistent application of IAA's Act</li> </ul>
<ul style="list-style-type: none"> <li>• Ensure provisos in the Act are more prescriptive and clearly articulated</li> </ul>
<ul style="list-style-type: none"> <li>• Identify gaps and part/section of the Act which needs amendment in order to align with the present realities on internal auditing in the public sector.</li> </ul>
<ul style="list-style-type: none"> <li>• Presentation and facilitation of at least one stakeholder's consultative forum to validate the Regulation.</li> </ul>

## Knowledge and Skill Requirements

<ul style="list-style-type: none"> <li>• Ability to understand and interpret complex legal issues, laws and policies clearly, concisely.</li> </ul>
<ul style="list-style-type: none"> <li>• In depth knowledge of internal controls, governance and risk management procedures and processes</li> </ul>
<ul style="list-style-type: none"> <li>• Meticulous attention to detail and the ability to spot even the smallest errors and inconsistency to ensure the integrity of regulatory documents</li> </ul>
<ul style="list-style-type: none"> <li>• Thorough understanding of Liberia's legal and regulatory context</li> </ul>
<ul style="list-style-type: none"> <li>• Proficiency in research and legal analysis to improve internal audit practices, and processes in the Regulation</li> </ul>
<ul style="list-style-type: none"> <li>• Adept at collaborating with development partners, internal auditors and auditees in or associated with various government entities and diverse functions across government</li> </ul>
<ul style="list-style-type: none"> <li>• Excellent reading, writing, analytical and communications skills.</li> </ul>



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## Professional Qualifications and Certifications

- Lawyer
- Additional qualifications such as Master's degree in public administration, social sciences, political science, or its equivalent.

## Experience Requirements

- A minimum of five (5) years of experience as a lawyer
- Experience in developing legal, regulatory and strategic papers and policies

## Application Deadline

Please submit your application by 4:00PM on or before June 24, 2025.

**Note:** Application package should include Technical Proposal and Financial Proposal in separate sealed envelopes, detailing your / your firm's suitability by evidence of Professional License, and any other relevant supporting documentation.

### Submit Application to:

**Director of Procurement  
Internal Audit Agency (IAA)  
TUBMAN BOULEVARD-OLDEST CONGO TOWN  
MONROVIA-LIBERIA  
+231 777088880/888504502**

Or

[iaarecruitment@iaa.gov.lr](mailto:iaarecruitment@iaa.gov.lr)

**Mohammed B. Korleh  
Deputy Director General of Administration**