



CARTWRIGHT

Certified Public Accountants

Cartwright CPA is A Firm of Certified Public Accountants, licensed by the ICPAU to practice Accountancy in Uganda and beyond. It's registered by the Registrar of Companies Registration Number 171054 as a Partnership. Our major objective is to provide tailor made Auditing and Consultancy services that add value to a wide range of clients in Uganda and beyond.

Cartwright seeks to recruit a qualified and competent persons to fill the position of Audit Seniors to be added to the talent pool of Auditors within the Firm. The ideal candidate should be able to help the Firm achieve its Strategic objectives of serving the Firm's client base.

Job Description and specifications.

The position of an Audit Senior requires a person that is energetic, flexible and a team player. He/she should be hard working and able to work independently with minimal supervision, should be flexible with a high degree of integrity, should be eager to learn and contribute to the growth and development of the Firm

Key responsibilities.

He/she will be responsible for;

1. Carrying out audit engagement in accordance with the Firm's standards, ISA and ICPAU standards
2. Mentoring and supervising staff below him/her to deliver timely and quality assignments
3. Attending punctually at the office of the firm at which he/she is employed or at such other place or places as office duties may require and diligently and to the best of his/her skill perform his/her duties.
4. Promoting and safeguarding at all times the interests of the firm and its practice and not doing anything detrimental thereto.
5. Not divulging to any person whomsoever except in the proper course of his/her duties and use his/her best endeavors to prevent the unauthorized publication or disclosure of any information concerning the business or finance of the firm or any of its associated partnerships or companies, or clients or any of their dealings, transactions or affairs which may come to his/her knowledge during the course of his/her employment or thereafter.
6. Devoting his/her whole time and attention to the business of the firm during office hours and not engaging directly or indirectly in any other business of any kind.
7. Acting in accordance with the instructions and comply with the firm's office manual and all lawful commands and directions of the firm at any place within the sphere of the firm's activities.
8. Managing external relationships with key business stakeholders including Lawyers, Company Bankers, URA, KCCA, NSSF, Company Suppliers and Customers.
9. Providing timely financial reports, discussing these and interpreting financial information to the Firm's management both verbally and in writing.
10. Performing any other duties as might be assigned by the Firm's management from time to time



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Reporting Lines.

The Audit Senior is a senior position within the firm and reports to the firm's Manager and Partners.

Academic & Experience Requirements.

- a) The ideal candidate should have obtained CPA level two and with a minimum of 2 years' experience in an Audit Firm.
- b) Possession of a bachelor's degree in a business-related field, and majoring in accounting would be an added advantage.
- c) Proficient in using Accounting and Audit Software like Tally, Quick Books and Caseware. He/she should also be thorough with Microsoft Office packages like Word, Excel, Access and Power Point.
- d) He/she must be excellent in report writing, possess strong organization and leadership skills.
- e) Managerial exposure in an auditing environment will be an added advantage.

Application process for interested candidates having the above qualifications and experience should be sent to catherine.muber@cartwrightauditors.org quoting the above job title. Please attach your CV including your email address, day time telephone contact, qualifications, achievements, experience, present position and names and addresses of three referees.

Closing date for receipt of applications will be 10th October 2024. Only those short listed will be invited for interviews. If you're not contacted 2 weeks from the airing of the advert, consider yourself not selected for the role. For further clarification please call +256-741-943862/ +256-763-316683

Cartwright Management

Delivering beyond your expectations