



kasneb

1.0 INTRODUCTION

18/11
Kasneb is a professional examinations body with the mandate to offer post-professional, professional, diploma, certificate and vocational qualifications in accounting, finance, fraud investigations, credit, governance and management, information technology and related disciplines. Kasneb administers its examinations throughout the East and Central African region, the rest of Africa as well as in other continents.

2.0 APPOINTMENT OF SETTERS, MARKERS, WORKSHOP FACILITATORS, RESEARCH PROJECT SUPERVISORS AND TRANSLATORS (ENGLISH TO FRENCH/FRENCH TO ENGLISH)

In order to maintain and enhance the quality of its examinations, Kasneb seeks to revamp its databank of examiners in different disciplines and specialisations. In this connection, qualified and competent persons are invited to apply for consideration as setters, markers, workshop facilitators (ethics, research methodology and work-based simulation), research project supervisors for the various qualifications of Kasneb and translators of syllabuses and examinations into French, and for other documents from French to English. Applications will be categorised into the following generic clusters:

Note: kasneb administers both paper - based and computer-based examinations (CBEs). Some CBE papers are multiple choice questions.

(a) Cluster 1 - Accounting and Related Disciplines

Advanced Management Accounting, Advanced Financial Reporting and Analysis, Advanced Taxation, Advanced Auditing and Assurance. Financial Statements analysis-CIFA, Auditing and Assurance, Introduction to financial accounting, Financial Accounting, Management Accounting, Principles of Auditing, Public Finance and Taxation.

(b) Cluster 2 - Finance and Related Disciplines

Financial Management, Advanced Financial Management, Advanced Public Financial Management, Portfolio Management, Equity Investment Analysis, Corporate Finance, Fixed Income Investment Analysis, Alternative Investment Analysis, Advanced Portfolio Management, Derivatives Analysis,

(c) **Cluster 3 - Law and Related Disciplines**

Introduction to Law and Governance, Company Law, Financial Markets and Specialised Institutions, Regulation of Financial Markets, Debt Recovery.

(d) **Cluster 4 – Management, Governance and Related Disciplines**

Leadership and Management, Meetings Compliance and Administration, Professional Ethics and Governance, Public Sector Governance, Policy and Administration, Research, Consultancy and Advisory, Governance and Compliance Audit, Boardroom Dynamics.

(e) **Cluster 5 – Research Project and Workshop**

Research, Consultancy and Advisory.

In addition, kasneb is seeking practitioners with the requisite experience and ability to competencies.

- Supervise CS students undertaking a research project.
- Facilitate a one-week workshop on research methodologies and findings presentations.

f) **Cluster 6 – Data Analytics, Financial Modeling and Related Areas**

Applied Mathematics, Data Analytics, Financial Modeling, and related areas. Numerical and financial literacy, Business Mathematics and Statistics, Quantitative analysis, Mathematical concepts in Data Science, Quantitative modeling skills, Business Data Analytics-CPA and Financial modeling and Analytics-CIFA

g) **Cluster 7 – Workshop on Professional Ethics and Practical Work Simulation**

- Facilitate workshops on professional ethics and related areas including ethical requirements for public officers.
- Facilitate workshop on work simulation. Generate/obtain accounting data typically used in actual accounting work environment and practically take students through actual accounting work in a simulated, digitally enabled environment using Quickbooks

h) **Cluster 8 – Forensic Fraud Investigation Areas**

Fraud and Corruption Schemes, Law related to Fraud, Law of Evidence and Trial Process, Conducting Investigations, Fraud prevention and detection Fraud Risk Management, Integrated Case Studies and Fraud Workshops.

i) **Cluster 9 – Translators from English to French and from French to English**

We are seeking for professionals in accounting, finance or other business related areas to facilitate translation of our syllabuses and examinations into French and other documents from French to English.

2.1 MINIMUM REQUIREMENTS

Applicants for appointment as setters, markers, workshop facilitators, research project supervisors and translators (English to French/French to English) must fulfill the following minimum requirements:

Academic/professional qualifications and experience

- a) Possession of any one or more of the following professional qualifications obtained from Kasneb: Certified Public Accountants (CPA), Certified Secretaries (CS), Certified Information Systems Solution Expert (CISSE), Certified Investment and Financial Analysts (CIFA), Certified Credit Professionals (CCP) or their equivalent.
- b) Membership to relevant professional bodies in good standing.
- c) Possession of an undergraduate degree from a recognised university in any one or more of the following disciplines; accounting, finance, forensic audit, economics, business administration, business management, credit management, project management, operations management, law, applied mathematics, data analytics/financial modelling, statistics, computer science/information technology or related areas.
- d) Possession of a postgraduate degree in any one, or more, of the disciplines enumerated in (c) above, will be a distinct advantage.
- e) Possession of post-qualification industrial or teaching experience of not less than five (5) years.
- f) Applicants for workshop facilitators must have facilitated similar workshops or training/lecturing for at least five years.
- g) Applicants for setting of examinations must have undertaken similar assignments in the last three (3) years in a tertiary institution.
- h) Applicants for translation must have at least five years of relevant experience and possess expertise in French with requisite qualifications in French language.

2.2 PERSONAL ATTRIBUTES

The ideal candidates should be persons of high moral uprightness and unquestionable integrity. They should espouse the virtues of honesty, hard work, diligence and professional fidelity.

The selected persons will be allocated responsibilities from time to time in the setting of various professional examination papers.

NOTE

- a) Current examiners may apply for assignments they wish to be considered in addition to their current responsibilities.
- b) Applicants **should clearly state the cluster** in relation to which they are making the application.
- c) Kasneb is an equal opportunity employer. Persons with Disabilities (PWDs) are encouraged to apply.

Please access the application through the link <https://forms.gle/TEgSkimTB7zyBrvZ9>.
Deadline for submitting the application is on or before **Tuesday, 1 August 2023**.

18 July 2023