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# Example of Assurance Services Manager Job Description

Our company is searching for experienced candidates for the position of assurance services manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for assurance services manager

* Building your experience and knowledge of the Financial Services industry to develop insight
* Superannuation experience is preferred
* Manage audit engagements, including management of client relationships
* Plan and deliver a range of audit and assurance services
* Supervise teams to successfully execute engagements
* Drive our continuous improvement in audit methodology
* Participate in practice management activities, including facilitation of internal training courses and staff development
* Manage project plans to optimize engagements
* Formulate reasonable judgements and conclusions in order to deliver informative and timely outputs
* Apply Ethical and Professional Standard

## Qualifications for assurance services manager

* Bachelor's / Master's degree of any discipline, Accounting or Accounting related major is preferable
* Certification of HKICPA is mandatory and other CPA is preferred
* Over 5 years' solid experience in auditing for financial service industry, preferably from Big 4
* Experience managing small to medium sized audit engagements and managing audit teams
* Report writing, presentation and interpersonal skills, including excellent written and verbal communications skills
* Proven ability to use initiative, adapt solve problems