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# Example of Assurance Services Senior Manager Job Description

Our company is growing rapidly and is hiring for an assurance services senior manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for assurance services senior manager

* Owning and delivering initiatives to embed quality through learning and other activity
* Helping in efforts to target a wide range of clients and to build client relationships
* Have a clear understanding of the firm’s commitment to nurturing an inclusive culture and supporting this through your actions
* Develop a flexible, risk-based annual IT audit, assurance and advisory services plan, forming part of the BAS department’s overall annual plan
* Deliver the annual IT audit, assurance and advisory services plan, leading and performing the planning, fieldwork, and reporting of the IT audits and reviews, working with the non-IT BAS team members on integrated audits and other BAS projects
* Become a trusted business advisor by developing deep business relationships and providing value-add assurance, advice and insight to IT and business senior management on IT governance, risk, compliance, and control improvement matters
* Work regularly and communicate effectively with IT and business process owners and senior management to relay findings and recommendations, help drive remediation efforts to closure, advise on control requirements to be included in the design of new systems and processes, identify trends and insights, and continuously seek opportunities for improvement
* Manage outside consulting resources on select engagements to carry out BAS activities and meet BAS objectives – within budget and on schedule for each engagement
* Manage key audit relationships within the Investment Management, Real Estate and Private Equity sectors
* Identify and develop both audit and advisory opportunities with new and existing clients

## Qualifications for assurance services senior manager

* Proven project management capabilities in technical accounting
* Significant experience in business development activities
* Candidates should be auditors and hold a relevant accounting qualification, such as the ACA or ACCA
* Good knowledge and experience of regulation, compliance and operating practices in of the investment management, insurance or banking sectors
* A track record of interpreting those regulations and operating practices to implement solutions for clients
* A proven track record of establishing and maintaining strong client relationships