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# Example of Audit Support Job Description

Our growing company is looking to fill the role of audit support. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for audit support

* Lead the audits of the Enterprize Compliance Program unit and Global AML unit
* Effectively manage the auditee relationships and communicate project expectations and audit findings to business line senior management
* Provide advice and guidance to global audit teams relating to compliance subject matters to ensure knowledge sharing and consistency in compliance audit execution
* Collect, analyze and report compliance audit findings across Bank and work with VP, SVP and Chief Auditor on providing annual AML and Compliance Governance opinions
* Stay abreast of emerging compliance risks and communicate key changes to the impacted audit staff
* Review and provide input to changes to compliance policies and handbooks
* Manage the Bank's Whistleblower program, including training, participation in investigations and quarterly reporting to the Chief Auditor regarding the status of Whistleblower Reporting concerns
* Assume a high level of responsibility for developing deliverables
* Supervise the work of Engagement Support Centre audit staff and ensuring the professional standard of services
* Interact with other China office partners and managers regarding project duties, review of completed work, receiving training and feedback as needed

## Qualifications for audit support

* Potential for overtime based on client needs and deadlines
* Over 8 years' experience in CPA firms, preferred Big 4
* Must have superior audit and accounting knowledge
* Must have superior English competency (i.e., CET-6 communication skill including speaking/listening) Experience in CPA firms, preferred Big 4
* Bachelor's degree of any disciplines
* ACA/CA qualifications or equivalent