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# Example of Business Assurance Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of business assurance. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for business assurance

* Design, code and maintain automated tests (including regression tests)
* Analyzing tests results to ensure existing functionality works as designed
* Working with development team to understand and resolve system issues
* Is compliant with contractual requirements
* Has effective systems and processes that manage risks
* Is delivering a high quality service
* Responsible for monitoring of purchasing control and supplier management program
* Be accountable for the implementation of a robust service delivery model, utilising standardised systems already developed
* Develop and manage programme escalation process and formal review process within the Programme dimensions
* Assist the Communications and Assurance Manager in gaining and maintaining accreditation to ISO 9001, 14001, OHSAS 18001 and BS11000 certification

## Qualifications for business assurance

* Read and understand P&L statements
* Operational audit experience a plus
* ERP project/programme management or Programme/Project Assurance experience
* Coordinating and assisting the Internal Audit / 2nd Line / Business Management on internal review
* Ability to manage projects across multiple departments
* Proven data & analytics skillset