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# Example of IT Internal Auditor Job Description

Our growing company is looking for an IT internal auditor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for IT internal auditor

* Bachelor’s degree (or higher) in computer and information science or other business discipline preferred
* Ability to identify business risks and mitigating control activities
* Schedule and hold interim status update meetings
* Lead closing meetings with the site or function area for each review
* Participates in other audit meetings
* Prepare the listing of audit comments and audit report drafts
* Follow up on and review management’s responses to audit comments and track action items
* Possess an understanding of general IT controls (system development life cycle, change management, information security, backup and recovery, monitoring, ), infrastructure (network, data center, ), operating systems, database administration, practical audit experience executing audit programs
* Assist in developing internal audit scope, performing IT audits
* Assist with providing leadership and advisory services/technical support in the areas of information technology corporate governance, risk and control management, policies and procedures, SOX compliance , financial and operational processes

## Qualifications for IT internal auditor

* Bachelor’s degree in Management Information Systems, Business or Accounting or equivalent practical experience
* CISA / CIA / CPA or related experience
* Experience in Media or Technology strongly preferred, including data analysis and online advertising systems and concepts
* Proficient with open source software tools
* Strong PC skills including effective use of Microsoft Office and experience with data analytics using CAATs
* Solid understanding of Backup and Recovery best practices and methodologies the industry technologies utilized (e.g.,NetBackups)