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# Example of IT Risk & Assurance Job Description

Our growing company is looking for an IT risk & assurance. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for IT risk & assurance

* Use insight and SME opinion to effectively challenge data relating to IT ORCM deliverables - RCSAs, Issues and Actions, Controls, Risk Events – IT Shared Services
* Influence IT teams to ensure improvement action is taken in a timely manner
* In addition to performing standard IT Risk QA processes, identify additional themes for ‘deep dive’ assurance activities as appropriate
* Engage and coach Risk Owners, Control Owners and Issue owners on IT ORCM framework best practices to ensure consistency and correct accountability
* Contribute to Global IT Risk & Assurance reporting through the delivery of insights from IT Shared Services
* Make recommendations, as appropriate, to enhance the IT Risk Quality Assurance process
* Use insight and SME opinion to effectively challenge data relating to IT deliverables - RCSAs, Issues and Actions, Controls, Risk Events - for International Markets
* Work with IT teams to build understanding, coach on enhancing the robustness and clarity of content, ensuring the customer impact of IT Risks is clear
* Engage and coach Risk Owners, Control Owners and Issue owners on IT best practices framework to ensure consistency and correct accountability
* Contribute to Global IT Risk & Assurance reporting through the delivery of insights from International markets

## Qualifications for IT risk & assurance

* Work with the internal and external audit teams to agreed detailed audit schedules and walkthroughs
* Prepare for and co-ordinate IT Audits including briefing of attendees, attendance at meetings, co-ordination of scheduling and review of management responses
* Provide insight into audit findings and coach others through the development of remediation plans
* Facilitate the development and documentation of controls in response to issues raised by audit
* Provide appropriate challenge to both Internal and External auditors
* Follow up open Audit points and work with the wider IT team to resolve