Downloaded from <https://www.velvetjobs.com/job-descriptions/operational-auditor>

# Example of Operational Auditor Job Description

Our innovative and growing company is searching for experienced candidates for the position of operational auditor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for operational auditor

* Complete reviews and special projects/investigations at the direct request of senior management
* The Senior Operational Auditor will report to the Director, Enterprise Risk & Audit Services
* Provide a contribution to the development and delivery of a risk based Operational audit plan
* Focus on the controls to manage strategic and key risks through all areas of business activity, stages of work and parties involved (including suppliers and subcontractors)
* Conduct operational audits ensuring proper planning, testing, reporting and monitoring of corrective actions
* Identify non-conformities and areas of good practice against BB Management System requirements
* Produce appropriate reports and management information
* Proven experience of developing and delivering operational audit plans
* The ability to analyse complex information and pursue issues to obtain clarity
* Experience with ISO recognised standards

## Qualifications for operational auditor

* Minimum of 3 years experience in Audit
* Bachelor’s Degree in Accounting, Computer Science, Finance, Business Administration, or Engineering
* CIA, CPA, CMA, or CISA certification preferred
* 2 - 4 years of experience in the field of auditing, international working experience
* Very good presentation and communication skills, fluency in English
* Auditing work experience with exposure to retail operations is preferred