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# Example of Senior, Internal Audit Job Description

Our innovative and growing company is looking to fill the role of senior, internal audit. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for senior, internal audit

* Perform on-site audit work including conduct meetings with stakeholders, review supporting documentation, identify/document/ communicate findings, and draft working papers and other audit related deliverables
* Review, test and report on CCAR/FBO/IHC results and documentation related to the Finance processes for conformance with policies other various requirements
* Develop appropriate working paper evidence, audit reporting documentation other audit related documentation
* Work with businesses to develop and implement continuous assurance processes
* Plan, lead and conduct country, US program and functional audits, special reviews and investigations
* Draft audit reports that include conclusions and recommendations to correct identified deficiencies and review with appropriate location/function management
* Ensure adherence to the Institute of Internal Auditors professional standards
* Assist the Senior Director, Internal Audit in developing annual audit plans that addresses significant risks of the organization
* Assist the Senior Director, Internal Audit in continuously improving the audit process through new tools and techniques
* Responsible for providing status updates to all levels of leadership for the audit area and within Internal Audit, communicating observations timely and effectively assessing the risk/impact of observations

## Qualifications for senior, internal audit

* Will hold a recognised accountancy qualification, ACA, ACCA, CIMA or be a ‘Certified Internal Auditor’
* 3+ year's experience in either internal or external audit within practice although non practice background will be considered
* Follow up on the implementation of action plans
* Develop and maintain relationships with multiple stakeholders
* Develop and enhance the skills of Internal Audit personnel
* Works collaboratively with audit team, business stakeholders and contract staff