



# Example of Compliance Audit Job Description

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Our innovative and growing company is looking to fill the role of compliance audit. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for compliance audit

- Apply your knowledge to drive best-in-class solutions to ensure compliance
- Partner with corporate executives and industry leaders to develop and implement best practices
- Develop, implement and execute test plans and audit plans
- Business Partnership – Consistently look for ways to add value to the business
- Leadership – Work effectively with team, find opportunities to go above and beyond, take initiative without waiting to be asked, build your network and lead change in a fast-paced environment
- Critical Thinking – Be solutions-focused
- Work closely with 21st Century Fox Corporate Governance team, TCFFC management team, internal audit and external audit, to support the completion of the annual Sarbanes-Oxley testing program
- Act as liaison and manage the collection of data requested during the annual financial audit by our outside auditor
- Perform project management for Information Security projects
- Execute Quarterly Control Self-Assessment (CSA) process

## Qualifications for compliance audit

- Bachelor degree in English or other related major
- Strong knowledge of the credit union/banking industry, controls, and

- Master's Degree in Auditing, Master's Degree in Accounting, Master's Degree in Finance, or Master of Business Administration
- Certified Anti-Money Laundering Specialist (CAMS), Certified Internal Auditor (CIA), Certified Public Accountant (CPA), or Certified Regulatory Compliance Manager (CRCM)
- 7+ years of experience in auditing, 7+ years in compliance, 7+ years in risk management, or a combination
- At least 6 years of experience in audit, at least 6 years of experience in compliance, at least 6 years of experience in regulatory examinations, or a combination