



# Example of Director, Internal Audit Job Description

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

## Responsibilities for director, internal audit

- Complete pre and post-implementation reviews and business process reviews
- Deliver the annual audit plan specifically the company's Sarbanes-Oxley compliance process risk mitigation efforts and operational audits
- Prepare well written reports that clearly communicate the issues and proposed solutions to management and the Board
- Respond to periodic requests from businesses for special services (fraud reviews, policy revision advisory services, etc)
- Partner with other shared service departments such as but not limited to Information Technology and Global Sourcing to ensure we are properly managing and monitoring compliance and business risks
- Develop Internal Audit team and track CPE and license status
- Develop and track departmental budget
- Assist Senior Vice President of Internal Audit in the development of the annual audit plan, strategy and budget to insure coverage of physical and financial assets and risks and compliance with Sarbanes-Oxley compliance requirements
- Lead the assessment, tracking, and reporting of all Sarbanes-Oxley testing results including control deficiencies
- Act as Internal Audit's primary liaison with the Company's process owners, management and external auditors on all Sarbanes Oxley related matters

## Qualifications for director, internal audit

- Proven track record in managing high-performance
- Directing, counseling, and instructing staff assigned to an engagement and review audit plan, findings and reports for sufficient scope and for accuracy
- Providing leadership, coaching, performance management and personal development support
- Raising the technical knowledge of the group through various courses, seminars and in-house training in the areas of FBO and CCAR
- Providing input and participating in the IAS strategic planning process