



Example of Director, Internal Audit Job Description

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Our company is growing rapidly and is hiring for a director, internal 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 director, internal audit

- Research and report on any legislative issues, new audit regulations/trends and audit methodology and incorporate them into the audit programs and into recommendations
- Ensure internal controls adequately limit risk for any function or activity within all areas of the group
- Write audit reports which outline the audit findings and make recommendations for process improvement or best practices
- Directing a comprehensive internal audit program, including SOX, operational, financial, information system and compliance audit projects
- Provides consulting services to the organization's management
- Identifies and evaluates the company's risk areas and oversees the development of the annual internal audit risk assessment
- Ensure audits are conducted in accordance with the Standards for Professional Practice of Internal Auditing as defined by the Institute of Internal Auditors
- Remain abreast of emerging trends and internal audit "hot spots" to ensure that best practices from audit profession are incorporated
- Review and approve the scoping and resource allocation for individual audits
- Review audit results and ensure issues, risks, and management action plans and timing are clearly communicated in audit report

Qualifications for director, internal audit

- Evaluate and assess significant merging or consolidating functions and new or changing services, processes, operations, and control processes coincident with their development, implementation, and/or expansion
- Respect the basic principles of the Internal Auditors' code of ethics, integrity, objectivity, confidentiality and competency
- Apply the international standards for the professional practice of internal auditing published by the "Institute of Internal Auditors" and the professional practices foreseen in the audit manual of the internal audit group
- Once a year, produce a summary report of all the controls performed, the main deficiencies and the corrective measures
- Operate as part of a global audit team, supporting a global plan
- 8+ years of experience in public accounting or related industry