



Example of Internal Audit, Intern Job Description

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Our company is looking to fill the role of internal audit, intern. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for internal audit, intern

- Occasionally travel for audits, events and other business needs, depending on internship assignments
- Performs special projects related to department administration, financial analysis, investigations
- Retrieval of data from various systems
- Scanning documentation as needed
- Reviewing and documenting results
- Control mapping and make updates as needed
- Assist with running reports and audit prep work that would be used by the audit team to complete onsite audits
- Assist with local onsite audits
- Ensure audits are efficiently performed and accurately interpret results against defined criteria
- Support the external financial statement audit by performing testing of transactions as requested

Qualifications for internal audit, intern

- Currently enrolled in an accredited baccalaureate program majoring in accounting, finance or related discipline, graduating in December 2015 or beyond
- Must be at least a Sophomore currently enrolled in a Bachelor's Degree program in Accounting or Finance (Advanced Accounting and Auditing are a

- Minimum overall GPA of 3.00 on 4.00 scale (Must be able to provide transcript)
- Advanced accounting or auditing courses
- Undergraduate or graduate student currently enrolled in an accredited college or university seeking a degree in Internal Auditing
- Must have an overall 3.0 GPA