



Example of Internal Audit, Intern Job Description

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Our company is searching for experienced candidates for the position of internal audit, intern. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for internal audit, intern

- Exposure to the Accounts Payable, Financial Reporting, Fixed Assets, Inventory Management, Revenue and / or IT business cycles
- Control Auditing
- Plant Audits
- Assist in the planning phase on assigned segments of an audit
- Identifies and reviews Company processes and performs ongoing risk and materiality assessments
- Review process flow charts and gather data control samples
- Assist in preparing audit reports and process improvement recommendations
- Support and perform audit tests through the review and analysis of documentation and system databases
- Participation in audit assignments to ensure that business and technology risks are identified, recognized, and appropriately managed in alignment with the departmental audit plan and initiatives
- Contributes to or prepares reports of audit status and findings for managers, and proposes recommendations for changes as needed

Qualifications for internal audit, intern

- Accounting majors only, with completion of at least one 300 level auditing course
- Knowledge of accounting principles and reporting rules

- Conducts core internal audits including financial, SOX 404 compliance, corporate compliance, information technology, investigations and operational audits
- Assists with business risk assessments
- Assists in management requested initiatives and provides direct input that contributes to the successful completion of the project