



# Example of Internal Audit Senior Job Description

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Our company is growing rapidly and is looking to fill the role of internal audit senior. 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 senior

- Perform internal audit reviews/projects of business (i.e., financial, operational, compliance, ) and/or Information Technology (IT) processes and infrastructure, Sarbanes-Oxley (SOX) readiness reviews and testing
- Provide insights and practical solutions in response to gaps in risk management
- Plan and lead smaller or less complex AML audit projects
- Participate in AML audits through the completion of higher risk audit sections on larger and more complex audit projects in accordance with the IAS standards
- Execute AML audit testing in audits of other business platforms as required
- Review and approve AML audit programs and working papers completed by auditors not in the AML team, providing guidance and knowledge transfer where required
- Acts as the secondary AML point of reference for IAS audit groups in the assigned business platforms, ensuring there is appropriate understanding of AML risks in their audit universe
- Interact with multiple levels of management
- Fast-paced audit assignments
- Direct report to Vice-President Internal Audit

## Qualifications for internal audit senior

- Must have a valid driver's license and be able to travel domestically with

- Bachelor Degree in Accounting, Business Administration, Computer Science, Information Systems, or related field preferred
- Certification as CPA, CIA, and/or CISA preferred
- Lead audits to understand, assess, benchmark and test risks, controls and processes
- Develop practical improvement action plans with process owners
- Prepare project reporting for operational and executive management and the Audit Committee