



Example of IT Audit Analyst Job Description

Powered by www.VelvetJobs.com

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

Responsibilities for IT audit analyst

- Develop the information security awareness, training and education programs strategy and methodology
- Facilitate or lead development of accurate and relevant information security process and operational metrics
- Establish monitoring measures to detect and ensure correction of security breaches and policy violations
- Analyze and enhance the effectiveness of the Enterprise wide information security program
- A broad and deep knowledge of technical accounting and business practices
- Experience working with highly complex systems, and in extremely technical business environments
- Experience using computers, Microsoft products, report writers and audit software packages as audit tools
- Experience working with ACL analytics is a plus
- An objective, independent, mature, unbiased individual with the highest integrity
- Polished communication skills, including an ability to listen to the needs of the business units and comprehend complex matters

Qualifications for IT audit analyst

- Ability to work effectively across the organization, effectively soliciting full cooperation and being accepted by business partners as a true value add

- Ability to influence, train, mentor and leverage the skills of others to achieve objectives
- Assisting the CIA with preparation, proofing and editing of quarterly Audit Committee Status Report and Annual Audit Plan
- Proofing and editing internal audit reports and other correspondence for clarity, format, and, proper grammar and punctuation
- Producing monthly Management Action Status Report provided to Business Unit Heads and CEO