



Example of IT Internal Audit Job Description

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Our company is growing rapidly and is hiring for an IT 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 IT internal audit

- Work individually or as part of a team to lead and perform SOX Compliance and IT internal audits in accordance with standards and expectations set forth in the Internal Audit Charter
- Assist in operational audits and special projects prepare and issue audit reports and provide timely communication on findings to management and IA leadership
- And OS)
- Inform Senior Director Internal Audit and VP Internal Audit immediately when there is evidence of gross mismanagement, loss, or any gross violation of company policies
- Perform financial and operational reviews which address accounting risk, business risk, and regulatory risk, develop recommendations around existing controls in place the necessity to develop new controls
- As part of annual SOX evaluation, evaluate key application controls and IT related third party CUEC's and risks (actual and emerging), assess the deficiencies, gaps and other issues, and make recommendations to improve the control design and operating effectiveness/efficiency, minimize risk, or comply with company policies and legal/regulatory requirements
- Demonstrate in-depth understanding of complex information systems
- Set and support performance expectations from staff members through goal establishment and on-going coaching
- Lead ongoing risk assessment process and assist in developing and executing

- Responsible for execution of IT audit plan, as approved by the Audit Committee of the Board of Directors

Qualifications for IT internal audit

- Data Analytical skills (SQL, ACL skills for example)
- Minimum 6 years IT audit experience
- Must have a Master's Degree in Information Systems, Finance, or Computer Science
- Must have CISSP and/or CISA certifications
- Must have 2 years' experience in auditing or public accounting positions with a Big 4 firm
- A Bachelors Degree in Information Systems, Computer Science, Business or Accounting