



## Example of Senior, Internal Audit Job Description

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Our innovative and growing company is looking to fill the role of senior, internal audit. To join our growing team, please review the list of responsibilities and qualifications.

### Responsibilities for senior, internal audit

- Perform on-site audit work including conduct meetings with stakeholders, review supporting documentation, identify/document/ communicate findings, and draft working papers and other audit related deliverables
- Review, test and report on CCAR/FBO/IHC results and documentation related to the Finance processes for conformance with policies other various requirements
- Develop appropriate working paper evidence, audit reporting documentation other audit related documentation
- Work with businesses to develop and implement continuous assurance processes
- Plan, lead and conduct country, US program and functional audits, special reviews and investigations
- Draft audit reports that include conclusions and recommendations to correct identified deficiencies and review with appropriate location/function management
- Ensure adherence to the Institute of Internal Auditors professional standards
- Assist the Senior Director, Internal Audit in developing annual audit plans that addresses significant risks of the organization
- Assist the Senior Director, Internal Audit in continuously improving the audit process through new tools and techniques
- Responsible for providing status updates to all levels of leadership for the audit area and within Internal Audit, communicating observations timely and effectively assessing the risk/impact of observations

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- Will hold a recognised accountancy qualification, ACA, ACCA, CIMA or be a 'Certified Internal Auditor'
  - 3+ year's experience in either internal or external audit within practice although non practice background will be considered
  - Follow up on the implementation of action plans
  - Develop and maintain relationships with multiple stakeholders
  - Develop and enhance the skills of Internal Audit personnel
  - Works collaboratively with audit team, business stakeholders and contract staff