



## Example of VP, Internal Audit Job Description

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Our innovative and growing company is looking for a VP, 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 VP, internal audit

- Reviews and perform audit procedures to determine the strength of internal controls and to ensure procedures are being followed to preserve the integrity of all transaction types
- Coordinates with external auditors to prepare the attestation of management assessment on internal controls in accordance with Section 404 of the Sarbanes-Oxley Act
- Provide support and leadership on the department professional practices quality program
- Oversee departmental administration metrics and quality practices, including the internal QA program, budgeting, and AOP development
- Supporting development and evolution of CAS' continuous auditing and data analytics programs
- Conduct end-to-end audits of Global Transactions Services (Trade, Cash & Securities and Fiduciary Services) – risk, product and processes regionally
- Plan and coordinate end-to-end audits, including reporting within established timelines
- Evaluate the design and operating effectiveness of processes and controls and develop appropriate tests to be conducted and ascertain the level of testing of controls required
- Keep abreast on the development of regulatory, industry and product development through continuous monitoring and auditing
- Provide an independent appraisal of controls over financial integrity,

## Qualifications for VP, internal audit

- Enthusiastic, self-motivated, strong interest in learning and willing to take personal responsibility/accountability
- Degree qualification, with minimum 7 years of relevant auditing/accounting/Basel/credit risk management experience
- Strong understanding of credit processes, credit risk management practices and controls and AML in the financial services industry
- Ability to establish and maintain positive relationships with stakeholders and team mates
- Self-motivated, takes initiatives and demonstrate the ability to work independently or as team lead or member of the audit team
- Reasonable knowledge of T& O and GTS will be helpful