CAREER OPPORTUNITY

Deputy Manager (Internal Audit)

Position Based in	: **Karachi – Pakistan**
Gender	: **Either (Preferably Female)**
Age	: **Maximum 30 years**
Qualification	: **ACA/ACCA/ICMA qualification preferred, CISA qualification preferred**
Professional Experience	: **Minimum 4 years' experience required including audit firm article ship**
	: **At least 2 years prior risk based internal audit experience mandatory**

Key Accountabilities / Responsibilities

- To follow code of ethics as prescribed by the Institute of Internal Auditors ("IIA")
- Conduct risk assessment and process understanding to develop comprehensive internal audit plans.
- Conducting internal audits to evaluate the effectiveness of financial controls, risk management systems and operational processes.
- To conduct ITGC audits on a periodic basis.
- To ensure all working papers and documentation as requires in IIA standards are maintained to audit planning and audit execution.
- To validate audit findings, effectively communicate the same to process owners and provide
- To ensure follow up on action plans are conducted periodically and reported to management in timely manner.
- To contribute in preparing Board Audit Committee papers.
- To provide value added service including process improvement plans to management.
- Collaborating with cross-functional teams to develop and implement risk management strategies
- To perform special assignments, investigations and enquiries entrusted by Head of Internal Audit.
- Any other work as assigned by the Management.

Required Skills

- Must have understanding of internal auditing standards.
- Must have experience and understanding of conducting risk based internal audits.
- Must have MS Office (excel, word and PPT) understanding at intermediate level.
- Must have strong sense of ethics and integrity, with the ability to handle sensitive information confidentially.
- IT audit experience at basic level is required.
- Excellent team player & interpersonal skills.

Interested candidates may apply at hr@security-papers.com