

INTERNAL AUDITOR

Reporting line: Report to the Manager: Risk

Position does not have any supervisory or managerial elements

Job purpose:

Examine and evaluate the adequacy, effectiveness and efficiency of the organisation's internal control systems and procedures and recommend corrective actions to improve operations and enhance internal controls to mitigate risk.

Key responsibilities and accountabilities:

- Conduct internal audits to assess the adequacy, effectiveness and efficiency of the established internal controls and procedures.
- Identify areas of risk within the organisation and propose appropriate controls to mitigate the risks.
- Discuss audit findings and recommendations with Business Unit leader
- Monitor the timely implementation of the recommendations in the audit reports.
- Perform Business unit -, Information Technology and Internal Process audits.
- Provide guidance to external auditors.
- Evaluates the organisation's readiness in case of business interruption.
- Completes audit work papers by documenting audit tests and findings.
- Review the ORSA of the Life company
- Act as Head of control function for the Life company
- Meet Fit and Proper requirement

Requirements

- Qualification in Internal audit

Key skills

- Internal audit experience in asset management preferably in a multi manager environment with exposure to local and offshore funds
- Audit experience at a Collective Investment Scheme Manco and/or Administrative FSP/ Linked life experience
- Extensive Internal Audit and IT audit experience
- Ability to work independently and as part of a team.
- Attention to detail and ability to place detail in a wider context
- Feedback & reporting skills
- Thoroughness and strong admin skills
- Aptitude for figures
- Problem-solving skills and clear logical thinking