

# Senior Internal Auditor Job Description

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- Responsible for documenting audit procedures following the department's audit method
- Perform risk assessment of assigned department or functional area within required time-frame
- Responsible for establishing risk-based audit programs
- Collaborate with Audit Manager to determine the scope of review
- Carry out appraisal to determine the suitability of internal control designs
- Perform audit testing on specified areas to identify issues and report dimensions of risk
- Responsible for maintaining electronic work papers (using data analytics) and evidence to support findings and recommendations
- Responsible for communicating findings and suggestions to all levels of management
- Provide quality audit reports with succinct and practical suggestion which reflects the context in which the business operates
- Advance on the existing internal audit methods and programs to tackle all the key business risks.