JOB DESCRIPTION

JOB TITLE : **Assistant, Internal Audit**
REPORT TO: **Head, Internal Audit**

OVERALL PURPOSE:

Providing analyses, evaluations, assurances, recommendations, and other information to the Bank's management and board. An important responsibility is to monitor performance of controls.

RESPONSIBILITIES:

- Provide objective assurance to the Board on the effectiveness of risk management, and to ensure that Management responsibilities are effectively and efficiently discharged by highlighting common weaknesses committed by the Branches.
- Assist in development of annual internal audit program and procedures;
- Assist in ensuring that internal audit is performed in accordance with approved internal audit program and procedures.
- Assist in maintenance of the Bank's internal audit policies, standards and practices.
- Act as an audit team member in carrying out planned internal audit in the Bank.
- Assist in the preparation of internal audit reports.
- Assist in the assessment of the adequacy of action taken by the Management to correct internal control weaknesses.
- Perform coordination work with external auditors.
- Perform any other duties as assigned.

REQUIREMENTS:

- Bachelor's degree in Banking, Finance, Accounting, Auditing, or a related discipline is an advantage.
- At least one year of relevant experience in auditing, accounting, banking operations, credit operations, or similar functions.
- Fluent in English, with strong written and verbal communication skills.
- Proficient in Microsoft Office Suite.
- Familiarity with financial and operational audits, branch audits, credit underwriting, credit operations, and banking business processes.
- Willingness to travel to provinces when required.

HOW TO APPLY:
Phone Number: +855 86 737 554
Email: career@vattanacbank.com
Website: https://careers.vattanacbank.com