

Job Title : Senior Officer, Business Assurance

OVERALL PURPOSE:

- ◆ The Business Assurance Senior Officer will be responsible for conducting internal audit, risk management and compliance activities. This includes all phases of the control process, ensuring compliance with relevant standards and guidelines, and assessing the adequacy of controls and governance.

RESPONSIBILITIES:

- ◆ Evaluate the internal controls, assist in design of audit programs and execution of fieldwork in accordance with internal audit plan.
- ◆ Able to identify weaknesses, inefficiencies and provide value-added recommendations to enhance the overall control environment
- ◆ Ensuring standards of quality and accuracy are maintained in audits and other financial reports
- ◆ Able to prepare audit reports in a timely manner.

REQUIREMENTS

- ◆ Bachelor's degree in finance/accountancy or equivalent.
- ◆ One to three years' experience in Internal Audit or External Audit is preferred but not compulsory.
- ◆ Fluent in English (both written and spoken).
- ◆ Good communication and interpersonal skills.
- ◆ Good attention to detail.
- ◆ Good time management skills.
- ◆ Public speaking and influencing
- ◆ Self-motivating and team player

Contact Info:

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