VACANCY – INTERNAL AUDITOR

Applications are invited from interested and suitably qualified individuals for the position of **Internal Auditor Pelican Energy TCI,** Providenciales.

Description

This job will focus primarily on risk-based assurance and advisory work: ICFR, operational, compliance, IT and ISO Integrated Management System audits. It would also cover support for enterprise and fraud risk management, issue remediation follow-up and the quality assurance and improvement program, all under the Internal Audit Charter and Annual Internal Audit Plan.

Main Duties & Responsibilities

- Contributes to the development of annual internal audit plans using an appropriate risk-based methodology.
- Assists in determining whether the organization's network of risk management, control, and governance processes are functioning in accordance with management's intentions and objectives.
- Facilitates the annual enterprise risk management workshop and contributes to reporting on the workshop and on fraud risk reviews and assessments.
- Executes complex audits (Financial, Operational, Compliance, etc.) and special projects, and performs critical project management duties including planning, scheduling, coordinating, and reporting of audit engagements.
- Executes procedures, schedules and programs for achieving audit objectives and goals.
- Tests internal controls, coordinates external controls testing performed by the external auditor, and tracks the status of gaps and remediation actions in a web-based tool (e.g. ZenGRC).
- Prepares and reports recommendations for remediation of deficiencies in internal controls, specifically with respect to the control environment.
- Prepares complex audit reports using advanced writing skills.
- Supports and assists external auditors and other assurance providers engaged by Pelican Energy TCI and coordinates Internal Audit activities with them.
- Plans and executes audit programs using project management tools.
- Assists with the planning, scheduling and execution of ISO internal audits of Pelican Energy TCI's management systems in collaboration with ISO audit consultant (e.g., ISO 14001, 45001, 22301, 55001, 20000-1 and 27001), including assisting with the preparation of audit plans, checklists and sampling approaches.
- Supports readiness for, and coordination with, external auditors, while maintaining auditor independence and objectivity.
- Attends, presents and/or participates in continuing professional education classes and training courses.
- Performs other duties as assigned.

Academic/Technical/Management Experience & Qualifications:

- Must have a Bachelor's degree with a major in Accountancy, Finance or a related discipline, or a Master's equivalent.
- Must hold a CPA, CA or ACCA designation and a CIA (or obtain a CIA within 24 months of hire).
- At least 3-5 years extensive assurance and advisory working experience from the big 4 auditing firms or comparable firm, or a mature internal audit function.
- Experience leading audit engagements, including planning, working paper review and coordination of specialist or co-sourced providers is preferred.
- ISO Internal or Lead Auditor training, or experience overseeing ISO management system audits, is an asset.

Abilities, Skills, Experience, Aptitude & Judgement:

- Must possess excellent team playing and leadership abilities.
- Comfortable with leading edge risk assessment methodologies.
- Must possess strong inter-personal, organizational, multi-tasking and written and oral communication skills.
- Must possess high level of professional excellence characterized by sound judgment skills, and drive for results.
- Must possess working knowledge of the IIA Global Internal Audit Standards and recognized control and risk frameworks
- Must possess excellent working knowledge of MS Office software programs, including MS Word, Excel, Access, PowerPoint, and various databases.
- Must possess working knowledge of ERP and utility billing/customer information systems.
- Working knowledge of ISO management system standards (e.g., ISO 14001, 45001, 22301, 55001, 20000-1 and 27001) and ISO 19011 guidelines for auditing management systems is preferred.
- Ability to evaluate and challenge outsourced or co-sourced work.
- Must demonstrate integrity, objectivity, independence and confidentiality when handling sensitive information.
- Strong analytical and critical thinking skills, including the ability to perform root cause analysis and develop practical, value-adding recommendations.
- Strong data analytics skills and an awareness of IT and cybersecurity risks.

Compensation commensurate with experience and qualifications

Qualified individuals should apply to the addresses below. Only successful applicants will be contacted for an interview.