

Audit Manager – Quality Assurance, Follow-up & Reporting – Head Office - Karachi

MBA / CIA / CISA / ACCA /CIMA /ACMA / CA (Inter) / Affiliate - ICAP (PAA), and possesses at-least 5-years of internal audit experience in banking sector.

Main Duties & Responsibilities:

- Assess compliance of Internal Audit Function with SBP guidelines and IIA Standards
- Pre-Issuance Review of Internal Audit Reports to ensure compliance with SBP guidelines and IIA Standards.
- Ensure the Audit Rating assigned to Branches / Departments / Units is in accordance with Approved Internal Audit Manual (IAM).
- Supervise / perform periodic QA review of audit working paper files on sample basis to ensure audit engagements are properly planned, supervised and documented in accordance with IIA Standards.
- To issue Internal Assessment Report to respective Audit Managers for highlighting areas of improvement identified during sample based review of working paper files.
- Assist CIA in preparation of Periodic Progress Report on Quality Assurance & Improvement Program for reporting to BAC and CEO.
- Supervise / perform Follow-up of compliance status of internal audit reports in order to facilitate closure of audit files within prescribed time period.
- Prepare Quarterly Summary of Significant Audit issues and Outstanding Audit observation for reporting to BAC.
- Assist CIA in preparation of Agenda Papers for BAC meeting
- To coordinate the process of SBP inspection and External Quality Assurance Review
- Perform any other task as assigned by CIA.

Any other task assigned by the Line Manager/ Management is to be performed to the best of his/her capability.”