

April 29, 2019

SENIOR INTERNAL AUDITOR

Office of Internal Audit
(Permanent Position)

DUTIES

Under the direction of the University Internal Auditor, the successful applicant will be responsible for executing risk balanced assurance and advisory service projects in accordance with the approved Internal Audit Plan. These projects are designed to evaluate and make recommendations to improve the effectiveness of risk management, control and governance processes. Duties include identifying and evaluating the University's risk areas; providing input in the development of the University's audit universe and the annual audit plan; developing audit project plans which include: defining objectives and scope and testing strategy; developing audit project plans which include: defining objectives and scope and testing strategy; documenting and evaluating risk and control processes, and preparing working papers to support the audit processes following the Institute of Internal Auditors Professional Practice Standards; identifying and documenting gaps in internal control and identifying practical, cost effective solutions; participating in the communication of the results of audit and consulting projects via written reports and oral presentations to University leadership; performing follow up procedures to determine that University leadership has implemented actions agreed to address control gaps; performing ad hoc assignments as requested by the University Auditor; improving the performance of the Office of Internal Audit through continuous development; and other related duties as required.

QUALIFICATIONS

Considerable experience (at least 5 years) in a progressively responsible position including advanced skills in data analytics, understanding effective governance, knowledge of business processes and technology, internal controls, demonstrated strength in assessing risk and developing mitigation and remediation solutions. Unquestioned personal integrity with strong ethics and values consistent with Memorial University's culture. See core values at the following link: https://www.mun.ca/president/home/VMV_posterBW.pdf

Graduation with a degree in business, computer science, information management systems, engineering or any equivalent combination of education and experience. The ideal candidate possesses or is willing to pursue one or more of the following professional designations: CPA, CIA, CISA, CFE. Project management and/or IT experience related to financial information systems would be an asset.

SALARY Commensurate with qualifications and experience
COMPETITION NO. MUN00083

Please note that we will **ONLY** accept applications for this position through our website www.mun.ca/careers.

This position will remain open until filled; the review of applications will commence May 15, 2019.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority. Memorial University is strongly committed to employment equity and especially welcomes applications from all qualified candidates, including women, members of visible minorities, Aboriginal persons, members of sexual minorities and persons with disabilities.

The personal information requested in your application is collected under the authority of the Memorial University Act (RSNL 1990 c M-7) for the purpose of identifying and recruiting candidates; assessing applicant qualifications; and maintaining records pertaining to the administration of employment with Memorial University of Newfoundland.

If you are a successful candidate, this information will form part of your permanent employment record and will be used for other activities related to the employment process. This information may be disclosed to government departments and agencies as legally required; and to third party service providers, as necessary to administer programs and activities.

If you have any questions about the collection, use and disclosure of the information on this form, please contact MyHR, Department of Human Resources, at (709) 864-2434.

Please be advised that we are unable to provide updates on current competitions.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.