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# Internal Control Review Manager

## Internal Control

Closing date 7 February 2014

HSBC Bank Bermuda Limited is seeking an Internal Control Review Manager who will be responsible for formulation and implementation of internal control monitoring plans and for delivering a detailed understanding of operational risks. This will involve undertaking internal control monitoring activities which includes thematic reviews, controls testing, monitoring of key indicators, and quality assurance, and, determining the materiality of findings and consider if they warrant inclusion in the final report. The role is also responsible for ensuring that risk and exposure within the Bank is managed in line with Group policies and procedures.

### Major responsibilities

- Performing control monitoring activities, meeting with management, conduct the follow up of internal control review recommendations using a risk-based approach in accordance with Group policy
- Reviewing key control indicators on an ongoing basis to provide management with an expert guidance to the mitigation of risk in the different business areas
- Maintaining an effective working relationship with management and proactively provide assistance to implement stronger controls to mitigate key risks
- Advises management when current practices are not consistent with policies, or fail to provide necessary controls
- Appraises the adequacy of the action taken by management to implement Internal Review recommendations
- Assists in the administration of the internal control department through participation in the development of budgets, objectives, policies, guidelines, and risk analysis

### Minimum qualifications

- University degree and a professional or internal audit qualification
- At least 3 years' post qualification experience of auditing financial services
- Excellent written and oral communication skills
- Good computer skills – Microsoft Word, Excel and PowerPoint
- Independent, objective and questioning nature, upholding the principles of integrity and confidentiality

Interested applicants are invited to apply by sending your résumé and cover letter to:

Email [recruitment.dept@hsbc.bm](mailto:recruitment.dept@hsbc.bm)  
Fax 299 6524:

Post Recruitment Department,  
Human Resources,  
HSBC Bank Bermuda Limited, 37  
Front Street, Hamilton HM 11

Application forms are available in all  
HSBC branches and  
at [www.hsbc.bm](http://www.hsbc.bm)

All enquiries will be held in strict  
confidence.

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