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## Internal Audit Manager

Arch Capital Group Ltd. (Arch Capital) is a Bermuda public limited liability company with approximately \$6.55 billion in capital. We write insurance and reinsurance on a worldwide basis through operations in Bermuda, the United States, the United Kingdom, Europe and Canada, with a focus on specialty lines. We are currently seeking to fill the position of:

### Internal Audit Manager

Reporting to the Group Director of Audit, the Internal Audit Manager will be the global internal audit department's primary resource based in Bermuda. This individual will interact with executives and officers across multiple businesses and operations and will provide objective analyses of financial, operational and risk management processes by planning, executing and reporting results for internal audits and through annual risk assessments. Although based in Bermuda, the successful incumbent will be required to travel up to 25% of the time.

#### Primary Responsibilities:

- Evaluate business processes/procedures, risks and related controls, including areas such as risk management, underwriting, premiums, policy/treaty administration, claims, reinsurance, investment management, financial reporting and information technology
- Establish the objectives and scope for each audit, execute procedures, discuss observations with officers and prepare reports. Provide executable recommendations that improve operations, controls, and how the business is managed
- Facilitate the sharing of best practices across the Company's entities/businesses
- Work collaboratively and develop strong relationships with business units and operational areas while building respect for the audit function and developing the organization's appreciation for a strong control environment
- Ensure audits are executed and reported on within agreed-upon timetables and budgets and that IA work papers meet internal audit standards
- Effectively communicate audit observations and recommendations, including discussions with executives. Prepare clear and concise written audit reports and quarterly presentations to Board and Management Committees
- Contribute toward internal audit's annual risk assessment and plan development
- Coordinate procedures with SOX, compliance and risk management teams and external auditors
- Evaluate the effectiveness of business and operating groups' actions in response to internal audit observations; monitor the status of these actions
- Evaluate internal audit policies/procedures to enhance internal audit's effectiveness and capabilities

#### Qualifications, Skills and Experience:

- Bachelors Degree in Accounting, Business Administration or Finance coupled with a recognized accounting/auditing qualification (e.g. CPA, CA, CIA) and 8 years' of post qualification experience
- 4 years' experience working with insurance/reinsurance companies
- Big 4 audit manager experience
- Sound understanding of internal audit procedures, testing, and reporting standards
- A strong work ethic, integrity and ability to work autonomously while effectively managing expectations
- Broad-based technical skills and a high energy level in order to effectively carry out the responsibilities outlined above
- A strong desire to add value and succeed as a member of the Internal Audit Services team and the ability to assume increased responsibilities within a dynamic and growing company
- Highly effective interpersonal & communication skills, outstanding intellect and ability to discuss complex issues with senior executives

Flexibility to travel and to work overtime and weekends are expected for this position.

Interested? Please email [bdajobs@expertise.bm](mailto:bdajobs@expertise.bm).

All enquiries will be dealt with in strict confidence.

Closing Date: June 20, 2014

