

## **AUDIT PRINCIPAL**

**PS 38-40 \$122,065 – 132,249**

Applications are invited for the senior position of Audit Principal in the Office of the Auditor General. The successful applicant will report directly to the Assistant Auditor General and will be responsible for managing the timely delivery of audit services (financial and performance) under the Audit Act 1990 and other relevant legislation, in accordance with Canadian Auditing Standards promulgated by CPA Bermuda, rules of professional conduct and Office policies and practices. The successful applicant will participate in assigned projects to maintain and improve the audit and quality assurance methodologies of the Office and to meet the Office's strategic priorities. The successful applicant is also responsible for the development of team members through instruction, supervision and mentoring.

Major responsibilities include:

- Assisting Senior Management in updating the annual risk assessment process and developing an annual audit plan (including audit budgets and required staffing resources) for financial attest, compliance and performance audits for approval by Senior Management;
- Maintaining a high level of knowledge and understanding of the legislation, organization, systems, policies, programs and practices of audited organizations;
- Approving financial reporting formats and financial statements for compliance with the CICA Handbook and in accordance with other relevant authorities;
- Developing sound recommendations for management letters and performance audit reports;
- Communicating audit plans, issues and recommendations to senior personnel of audited organizations;
- Ensuring audit opinions/draft reports/management letters are well supported by sufficient appropriate audit evidence;
- Providing professional advice and assistance on appropriate accounting policies and financial statement presentation to Senior Management and accounting officers of audited organizations;
- Assisting in the compilation of the Annual Report of the Auditor General and other reports;
- Assisting in the deliberations of the Public Accounts Committee and the Audit Committee;
- Participating in the work of public sector auditing committees and other professional committees;
- Supervising, reviewing, monitoring and approving work performed by audit staff and evaluating their performance at the end of each audit assignment and annually;
- Training and development of staff; and
- Keeping up-to-date with current developments affecting the public sector auditing profession.
- Applicants must possess an internationally recognized professional accounting qualification and be a member in good standing of an internationally recognized professional accounting body.

Applicants must have a minimum of five (5) years relevant, post-qualifying audit experience, at a senior, supervisory level. Strong management and communication skills are required and applicants must be able to meet strict audit reporting deadlines. Proficiency in using Microsoft Office, particularly Word and Excel, and experience in auditing large, complex, computerized accounting systems using computer assisted auditing techniques is essential. A working knowledge of Case Ware is highly desirable as well as experience in performance auditing and the use of data extraction software.

Interested persons should submit their resumes, together with copies of professional qualifications, marked "Private & Confidential" to the Attention of the Director – Corporate Services by email at [oag@oagbermuda.bm](mailto:oag@oagbermuda.bm).

**Closing Date: September 16, 2015**