

The Ascendant Group Limited, which is a publicly traded investment holding company, invites applications for the position of

Internal Controls Analyst

Job Description: The Internal Controls Analyst performs a variety of assurance activities related to evaluating and supporting the Company's governance and risk management processes, financial accounting, operational internal control processes and procedures, and regulatory compliance requirements. Particular areas of focus include Internal Controls over Financial Reporting in alignment with the COSO 2013 framework.

Key Responsibilities include but are not limited to:

- Collaborating in the annual risk assessment; determining scope, testing approach, and timing
- Working with all key business process owners to identify, document, review, implement, and certify internal controls. This includes the development and review of control templates, process narratives, process mapping or flow charts, and test scripts
- Performing testing of internal controls, including automated controls, to assess severity of control deficiencies, ensuring they are remediated in a timely manner
- Coordinating COSO assessment with Internal and External Auditors and other critical departments in the support of ongoing and sustained internal controls compliance
- Assisting diverse audiences on internal controls design and operational effectiveness, while driving process improvements and managing changes
- Establishing effective relationships with business process owners
- Drafting company policies as needed in support of Internal Controls program and the company's Control Environment
- Periodically meeting with management on changes in businesses and operations to propose revisions to internal controls as needed
- Assessing all training needs, developing training materials, and ensuring all stakeholders are sufficiently trained on internal control requirements, design, and ownership
- Serving as a subject-matter expert, working with cross-functional project teams to lead and/or participate in special projects

Key Job Requirements:

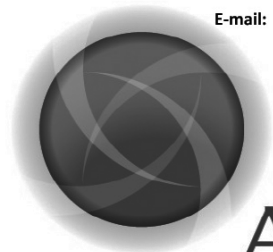
- Bachelor's degree in Accounting, Business, Management Information Systems or equivalent
- A minimum of three (3) years working in a Finance and/or Accounting role with proven experience in internal controls and business analysis
- Proven experience and current working knowledge of COSO 2013 framework. SOX compliance experience and PCAOB standards and practices is an asset
- Familiarity with business modeling methodologies, including Business Process Modeling
- Project management experience showing ability to manage project tasks and plans to meet critical deadlines
- Internal/External Audit experience is an asset
- Superior organizational, analytical, problem solving and project management skills with great attention to detail and ability to manage and prioritize multiple assignments
- Strong written and verbal communication skills
- Strong interpersonal skills with an ability to collaborate with process owners and risk partners to achieve results aligned with a strong control environment
- Proficient use of Microsoft Office (including MS Project and Visio) and ability to quickly learn and utilize various web-based applications, databases and mainframe applications

Application deadline: Tuesday, October 10, 2017

Apply to: Human Resources
P.O. Box HM 3392, Hamilton HM PX

E-mail: recruitment@ascendant.bm

Ascendant Group Limited is a drug, alcohol and smoke free environment and, as such, requires all applicants to successfully pass a pre-employment drug and alcohol screening prior to an offer of employment.



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