

## **AUDIT MANAGER**

**PS 35-37 \$114,408 - \$123,045**

Applications are invited for the position of Audit Manager in the Office of the Auditor General. The successful applicant will report directly to an Audit Principal to manage a portfolio of audits 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 is also responsible for the coaching of team members through instruction, supervision and mentoring.

Major responsibilities include:

- Assisting in the development of detailed audit plans for the conduct of financial statement and compliance audits and assisting with the planning, conduct and reporting of performance audits;
- Maintaining a high level of knowledge and understanding of the legislation, organization, systems, policies, programs and practices of the entities audited and participating in the annual risk assessment process;
- Preparing and/or reviewing audit files to ensure compliance with generally accepted auditing standards, rules of professional conduct and office policies and practice guidelines;
- Ensuring that sufficient audit testing is conducted, identifying findings and making value-added recommendations;
- Advising on matters pertaining to financial statement presentation, internal control, accounting and information systems;
- Preparing reports and drafting commentary on matters to be included in management letters and in the Annual Report of the Auditor General and assisting in the deliberations of the Public Accounts Committee and other Committees as needed;
- Ability to establish and maintain effective working relationships with those contacted in the course of work;
- Evaluating the performance of staff at the end of each audit and annually; and
- Keeping up-to-date with current developments affecting the public sector auditing profession.

Applicants must possess a current internationally recognized professional accounting qualification and be eligible to become a member of CPA Bermuda. Applicants must also have proven experience of managing teams that have a diverse range of experience, a minimum of five (5) years relevant, post-qualifying auditing experience at a supervisory level, including experience managing medium to large audits of moderate to high complexity using computer assisted auditing techniques. Excellent communication skills and willingness to share knowledge, motivate and develop team members. Proficiency in using Microsoft Suites. Public Sector auditing experience and a working knowledge of Caseware 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" by email to [HR@oagbermuda.bm](mailto:HR@oagbermuda.bm) or on the Bermuda Job Board.

**Closing Date: February 5, 2020**