

VACANCY



Supervising Senior Internal Auditor

Apply at: hr@treppides.com

Position: Supervising Senior Internal Auditor | TR/1117/SSIA

Location: Limassol

Job Summary:

The Supervising Senior Internal Auditor is responsible for conducting internal audit assurance and consulting engagements for multiple clients in the financial services industry in accordance to legal and regulatory requirements applicable mainly to Cyprus Investment Firms and Electronic Money Institutions. Responsibilities include conducting and completing audit engagements for manager's review, supervising, training of junior staff, reviewing audit work on a task basis, communicating with clients / financial department on conducting the audit, being responsible for an assigned group of clients and an assigned group of staff.

Definition:

The Supervising Senior Internal Auditor is usually reporting to specific Manager / Senior Manager / Principal / Director however, it is expected to comply with the Audit Guidelines and culture of the Company. The Supervising Senior Internal Auditor may work with other staff of the Company on specific engagements.

The Supervising Senior Internal Auditor may train / oversee fieldwork of junior members of staff and be the "coordinating" part of the team. Also, he/she should be able to evaluate and manage performance of junior staff and make recommendations to Manager / Senior Manager for improvement of group performance, establishing and maintaining working relationships with associates / clients and subordinates.

It is expected that he/she will stay updated, as a minimum, in the following areas (either through day to day assignments or through continuous study):

- International Standards on Internal Audit
- MiFID and MiFIR Regulatory Framework
- Capital Adequacy Regulation
- Anti-money Laundering and Terrorist Financing Regulation
- Good English writing and speaking

He/she will be expected to report on a daily / weekly basis on the status of the work assigned to him/her and to other subordinates for whom he/she may be responsible.

The Supervisory Senior Internal Auditor should be in charge of a portfolio of clients and manage it in the most efficient way. Also, he/she should be able to attend meetings with clients with the Manager / Senior Manager / Principal / Director and be able to follow agenda prepared to fulfill client needs.

Key Responsibilities:

- Adhere to the highest degree of professional standards and strict client confidentiality.
- Complete multiple client engagements; internal audit and consulting engagements in the financial services industry; and manage to meet budgets and deadlines.
- Develop audit programs under supervision of Manager / Director and in less risky assignments on his/her own.
- Participate in assigning staff and budgeting hours for audit and consulting engagements and tracks the work in progress.
- Review audit work of subordinates upon Manager / Director instructions before submission for further review to ensure engagement compliance with the company's quality control policies as well as applicable regulatory and professional standards.
- Work with other staff on specific Assignments/ Secondments/ Special projects.
- Maintain good relations/ deploy strong communication skills with subordinates, business associates and authorities during execution of duties.
- Provide on the job training to subordinates to enhance efficiency and effectiveness in completing audit and consulting engagements.
- Able to perform staff presentations or other presentations required by Management.
- Able to attend client meetings with the line senior manager/manager and be able to follow agenda prepared by manager to fulfill client needs.
- Manage client accounts including billing, fee analysis and collection.
- Be able to report Work in Progress at any time required by the line Manager and his/her Director.

Qualifications:

- Bachelor's degree in Accounting/ Finance/ Economics or any other related field from a reputable university.
- ACA/ACCA/CPA qualified.
- Minimum 4 years of experience on Audit and Assurance engagements (external and/or internal audit).
- Certified Internal Audit certification or other Financial analysis and Risk Management qualifications and/or experience in the financial services (MIFID and/or Banking and/or Capital Adequacy Laws and Directives), will be considered as a strong advantage.
- Excellent use, both oral and written, of Greek and English languages.
- Strong personality with the ability to take initiative and identify solutions.
- Ability to manage and develop staff in a highly interactive team environment.
- Ability to work well under pressure and to multitask and complete assignments within time constraints and deadlines.

Remuneration:

- An attractive package of remuneration depending on experience and qualifications, including Provident Fund and Medical Plan
- Excellent working environment

Applications:

All applications will be treated with the strictest confidentiality. Interested applicants should forward their CV's at no later than the 10th of December to hr@treppides.com quoting the reference number: **TR/1117/SSIA**.

For further information please contact:

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