

Recruitment person specification

Post being recruited for: Internal Auditor

Our Behaviours

These apply to all posts

Respect

Integrity

Flexibility

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	Experience of conducting Internal Audit work in a public sector/civil service/multifaceted organisation	Experience of conducting interviews and dealing with sensitive situations Experience of presenting in a public forum
Knowledge, skills and understanding	Working knowledge of basic Internal Auditing methodology and fieldwork techniques Working knowledge of with the Global Internal Audit Standards (GIAS) Effective report writing skills (audit reports) Business and commercial acumen to support strategic delivery of professional and support services, including ability to interpret and understand financial and budgetary information Strong inter-personal & communication skills	Familiarity with the External Audit and other third line assurance Experience which demonstrates successful partnership working and networking with key stakeholders, e.g., citizens, third sector, business communities, government and public agencies Knowledge of major legislative and other issues facing local government with a particular focus on achieving effective delivery of services at a time of significant change and financial challenges

Qualifications and training	The post holder will be educated to degree-level or have equivalent audit / assurance training & experience	Internal Audit or Risk Management related qualification.
Job specific requirements	Recognises and works within professional boundaries An ability to keep and maintain accurate electronic records of work A willingness to learn and a commitment to continuous professional development Flexible approach to hybrid working with in office working two days per week and at customer sites for audit fieldwork as required. The post requires a proactive, imaginative and flexible approach to optimising performance, including embracing new techniques and approaches	