

Internal Auditor - RAK Properties PJSC

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Company: Qureos Inc

Location: , , United Arab Emirates

Category: business-and-financial-operations

Job Objective: Perform audits with high professional care and standards as identified in the Internal Audit Plan and Charter; and assist SMICD in all tasks related to the Internal Control Department.**Key Responsibilities:** Assist and deputize for the SMICD as required on all Internal Audit matters. Assist SMICD in revising and updating the established Internal Audit Policies and Procedures on a requirement basis. Assist SMICD to ensure compliance with the established policies and procedures. Assist SMICD in providing assurance on the design establishment and operations of controls within the company. Assist SMICD in preparing and reviewing the Internal Audit work programs. Assist SMICD in carrying out internal audits and reviews as set out in the Annual Internal Audit Plan drafting internal audit reports and providing sound recommendations. Perform audits/reviews and draft reports of Special Tasks Followup Reviews Limited Reviews and audits in all functions and various sites of the company. Perform work programs and assignments to enable the achievement of the Annual Internal Audit Plan and meet and exceed management expectations. Undertake highlevel riskbased system reviews of Operational Financial IT and other Systems in line with the Internal Control Charter of the Company. Conduct investigations into suspected frauds or other irregularities as directed by SMICD. Undertake audits and reviews at various sites of the company as directed by SMICD. Assist SMICD in facilitating the work of the external and internal auditors in performing their audits/reviews. Perform any additional tasks assigned by SMICD. Ensure compliance with the companys policies rules and procedures related to Health Safety and Environmental Management. **Requisite Qualifications:** Degree holder in accounting is a must. Specialization in IT and ERP Systems Internal Audits is a

must.Specialization in Risk Compliance and AMLCFT Internal Audits would be an advantage.CIA Certification would be an advantage. Experience Requirement: 3 to 5 years of internal audit experience in the real estate and property developer industry is a must. Skill Sets: Fluent in English.Fluent in computer applications.Good reasoning and analytical skills.Good behavior and teamwork capabilities.Creative flair and familiarity with the latest IT techniques and gadgets.

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