



Internal Audit - Staff

Responsibilities:

- Gather and analyze information from different sources for preliminary audit under guidance of Senior Officer/Supervisor in order to identify the potential risk for audit mission at branch/department ;
- Perform control testing by following to audit program/ audit mission plan;
- Review and perform control testing on previous audit recommendations in order to make sure that all recommendations are taken by responsible person or acceptable with evidence supported;
- Write finding issues/result with specific root causes and recommendations with proper working paper to Senior Officer/ Supervisor to ensure that the completeness of identifying weakness ;
- Involve in the debriefing audit result to head of auditee in order to make sure that they understand well about detail audit finding issues with immediate recommendations to follow up action;
- Filing management with proper audit supporting documents.

Requirements:

- Bachelor degree in Accounting & Auditing, or Banking & Finance
- At least 2 years experienced in banking or non-banking industry
- Good Command in English and Chinese is a preferable
- Good literacy in MS Office (Word, Excel & PowerPoint)
- Strong analytical and critical skills in terms of reviewing the problems
- Strong interpersonal and commitment on job responsibilities



Apply Now!

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