

Job Description – Internal Auditor

Job Title : Assistant Manager – Internal Control Systems

Company : Brakes India Pvt Ltd

Objectives:

- To add value and improve our operations by bringing a systematic and disciplined audit approach.
- The candidate should possess a thorough knowledge of auditing procedures and a sound judgement.

Scope:

- All Brake Division sites & foundry division sites.

Role & Responsibilities:

- Perform full audit cycle as per given audit plan, of suggested business process over operations' effectiveness, financial reliability and compliance with standards, policy, process & procedure.
- Determine internal audit scope
- Identify/suggest improvement & cost savings opportunities, prepare audit findings and make suitable recommendations.
- Prepare and present reports that reflect audit's results.
- Maintain open communication with auditees & management.
- Conduct follow up audits to monitor progress.
- Engage in continuous knowledge development.

Competence:

- Knowledge of MS Office/O365.
- Knowledge of SAP would be added advantage.
- Internal audits and of manufacturing operations preferred.
- Ability to analyse large amounts of data and to compile detailed reports
- High attention to detail and excellent analytical skills
- Sound independent judgement
- Chartered Accountant.
- CISA, (added advantage, not a must)

Qualifications & Experience:

- CA's with 2 to 4 yrs or CA Inter with 3 to 6 yrs experience in Internal Audit.
- Candidate should have expose to SAP environment and preferably have experience working in a manufacturing company.

Job Description – Internal Auditor

Job Title : Executive Trainee – Internal Control Systems

Company : Brakes India Pvt Ltd

Objectives:

- To add value and improve our operations by bringing a systematic and disciplined audit approach.
- The candidate should possess a thorough knowledge of auditing procedures and a sound judgement.

Scope:

- All Brake Division sites & foundry division sites.

Role & Responsibilities:

- Perform full audit cycle as per given audit plan, of suggested business process over operations' effectiveness, financial reliability and compliance with standards, policy, process & procedure.
- Determine internal audit scope
- Identify/suggest improvement & cost savings opportunities, prepare audit findings and make suitable recommendations.
- Prepare and present reports that reflect audit's results.
- Maintain open communication with auditees & management.
- Conduct follow up audits to monitor progress.
- Engage in continuous knowledge development.

Competence:

- Knowledge of MS Office/O365. .
- Ability to analyse large amounts of data and to compile detailed reports
- High attention to detail and excellent analytical skills
- Sound independent judgement
- Chartered Accountant.
- CISA, (added advantage, not a must)

Qualifications & Experience:

- CA or CA Inter Fresher with articleship experience in Internal Audit.