**Position Title:IT Auditor**
**Posting Date: 08/18/2016**
**Req ID: 8322**

## Position Summary

Performs audits, consulting projects, and other projects as assigned.

## Accountabilities

- Provides input to business risk assessments used to develop the annual Internal Audit Plan. Provides input to reflect changes in the company's risk exposure throughout the year.
- Performs work in accordance with established methodology. Completes or assists in planning, fieldwork and reporting phases of projects using standard documents (i.e. project definition form, scoping risk assessment, audit program, etc.) as applicable. Follows approved work plan in completion of assignment.
- Conveys ideas, issues and conclusions effectively in written and oral presentations. Keeps IA management informed throughout project and appropriately communicates status with relevant departments and/or personnel.
- Documents results of work (analysis, detailed testing) in a manner such that another auditor could reasonably come to the same conclusion. Verifies and documents data used as a basis for conclusions. Ensures samples are representative and complete.
- Manages key aspects of audit and consulting projects consistent with departmental expectations: including project time (budget/actual hrs.), delivery of milestones (agreed-upon dates), and ongoing communication (status reports), and problem-solving, monitoring and follow-up of open issues. Productivity, coordination and communication with IA management are essential components of project management.
- In support of internal audit and consulting projects, investigations, and external reviews, performs or assists in performing: ad-hoc and recurring data analytic activities; requirements definition and quality review of data analytic activities performed by another area of the company.
- Pursues relevant professional development opportunities, including external and internal training and professional association memberships

## Competencies
Acquiring Information
Delivering High Quality Work
Interacting with People at Different Levels
Making Accurate Judgments and Decisions

## Minimum Requirements

- Bachelor's degree in information systems, accounting, finance, or other relevant academic field
- Two years of professional internal/external IT audit experience with one or more of the following technologies: server operating systems; enterprise database management systems; data / voice network infrastructure; information security infrastructure; web applications; programming languages; information security assessment tools.
- Possession of Certified Information Systems Auditor (CISA) or Certified Internal Auditor (CIA) designation within two calendar years of hire.
- Advanced skill in the use of Microsoft Windows and Office software, or similar pc-based applications providing word-processing, spreadsheet, presentation, database, and project management capabilities.
- Skill in collecting and analyzing complex data, evaluating information and systems, and drawing logical conclusions.

- Knowledge of and skill in applying, auditing, internal control, and risk management principles and leading practices.
- Skill in negotiating issues and resolving problems.
- Skill in producing effective verbal and written communications, including presenting findings and recommendations, and active listening skills.

**Preferred Requirements**

- Skill in applying the IIA Professional Practices Framework (IPPF) and Code of Ethics Principles
- Knowledge of BCBSKC business processes and supporting systems (e.g., Facets, Blue Card, etc.).
- Skill using SQL and/or business intelligence tools (e.g., Crystal Reports), SPSS, SAS
- Knowledge of health care and/or insurance concepts, terminology and legislative mandates.
- Proficiency in the use of flowcharting software (e.g., Visio).

At Blue Cross and Blue Shield of Kansas City (Blue KC), we know that success starts with a diverse workforce. Our ability to work effectively as individuals and collectively as teams is a direct reflection of our ongoing dedication. The Blue KC business philosophy is to leverage diversity and inclusion to meet the complex and ever-changing needs of our employees, partners and customers we serve. Blue KC is truly committed to fostering an inclusive culture through equal opportunity and respect. **Not accepting applicants from placement services**, **recruitment firms, and employment agencies.**

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