



**POSITION:** Senior Consultant – IT Audit

**REPORTS TO:** Internal Audit Manager

**LOCATION:** Kansas City

**INFORMATION:** [www.protiviti.com](http://www.protiviti.com)

**CONTACT:** Shelley.piontek@protiviti.com

Protiviti is a global consulting firm that helps companies solve problems in finance, technology, operations, governance, risk and internal audit. Through our network of more than 70 offices in over 20 countries, we have served more than 35 percent of FORTUNE® 1000 and Global 500 companies. We also work with smaller, growing companies, including those looking to go public, as well as with government agencies.

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**The following statements are intended to describe the general nature and level of work being performed. This is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel.**

## **JOB DESCRIPTION**

### **RESPONSIBILITIES:**

- Reviewing, documenting, evaluating and testing controls in a wide range of environments.
- Communicating control strengths and weaknesses to the client or internal audit engagement team and developing effective solutions.
- Ensure timely completion of assigned project phases.
- Develop and maintain effective client relationships.
- Apply understanding of Protiviti policies and proficiency in Protiviti methodologies.
- Apply understanding of business processes and technical skills to successful completion of project assignments.
- Develop understanding of project requirements and client's business.
- Supervise and train project personnel.
- Preparing audit reports on findings and recommendations to senior management.

### **EDUCATIONAL & PROFESSIONAL CREDENTIALS**

- Bachelor's degree in relevant discipline (e.g. Accounting, Finance or Business Related Field) required.
- Required minimum GPA 3.0.
- 3+ years in a related field, preferably in professional services and/or industry.
- Professional Certification such as CISA strongly preferred.
- "Big 4" experience in Internal Audit strongly preferred.
- IT audit experience.



#### **REQUIRED KNOWLEDGE & SKILLS**

- Prior project management and supervisory skills.
- Interpersonal skills to interact in team environment and foster client relationships.
- Demonstrated understanding of the importance of business ethics.
- Sound job administration skills.
- Above average written communication skills including documentation of findings and recommendations.
- Strong analytical skills.
- Must be able to handle highly confidential information in a strictly professional manner.
- Must be able to maintain professional demeanor in times of high stress.

#### **REQUIRED TECHNICAL KNOWLEDGE & SKILLS**

- Understanding of current accounting (GAAP) and auditing (GAAS) principals.
- Understanding of internal control concepts (COSO, COBIT).
- Knowledge of auditing processes and methodologies, including flowcharting.
- Knowledge of Sarbanes-Oxley Act provisions and methodologies for achieving compliance.
- Proficient in Microsoft Office suite applications.

#### **ABILITY TO TRAVEL**

- Travel throughout the month frequently required based on client requests/commitments

#### **EEO**