

Senior IT Internal Auditor

Cleveland, OH

Summary

Under general supervision, conducts audit procedures required for assigned IT audits including testing the effectiveness of internal controls of the Cleveland Clinic, its subsidiaries, and affiliates.

Responsibilities:

- Under the supervision of department Managers, Senior Director, or Chief Integrity Officer, conducts assignments relating to IT internal audits, including internal control effectiveness testing.
- Reviews and reports on the effectiveness of existing controls intended to ensure the safeguarding of assets and reduce or eliminate loss/breach.
- Assures appropriate completion of assignments; tracks time and organizes electronic audit papers using department software.
- Plans and conducts audit tests and procedures designed to evaluate the adequacy and effectiveness of controls for ensuring, including the safeguarding of Cleveland Clinic assets.
- Ensures compliance with internal policies and procedures and external laws and regulations; accomplishment of the Cleveland Clinic's goals and objectives; the reliability of reports; the economic and efficient use of resources; and the deterrence and detection of fraud.
- Collects and analyzes data from diverse sources, utilizing computer-assisted auditing techniques.
- Develops and documents audit findings, including recommendations for improving controls and complying with regulatory requirements.
- Provides or assists in providing training, coaching, and guidance to internal audit staff in conducting audits and other audit-related issues.
- Participates in audit meetings, prepares written reports and effectively communicates audit findings and recommendations.
- Reviews audit work papers as assigned for accuracy, relevance, and significance.
- Maintains current and proficient knowledge of applicable federal, state, and local laws, regulations, policies and procedures.
- Complies with the Institute of Internal Auditors (IIA) Standards of Professional Practice of Internal Auditing and Code of Ethics.
- Other duties as assigned.

Requirements

Education / Experience:

- Bachelor of Science or Bachelor of Business Administration degree with a major in accounting, information technology or related field of study required.
- Advanced degree preferred.

Work Experience:

- A minimum of 4 years progressive professional and functionally relevant work experience is required.
- Comprehensive knowledge of accounting/operations/information technology principles and practices, auditing standards, analytical techniques, and internal controls.
- Excellent problem solving, written and verbal communication skills and effective interpersonal skills at all levels of the organization required.
- Requires walking to various locations on campus as well as travel to off-campus sites.
- Requires dexterity sufficient to operate a PC computer in the course of work.

For more information / How to Apply:

<https://jobs.clevelandclinic.org/job-detail.html?92859-senior-it-internal-auditor>