

Internal Auditor II

Fallon Health

Job Location: Worcester, MA

Full Time/Hybrid Position 2 days work from home

JOB SUMMARY:

The Internal Audit Department (IA) at Fallon Health is committed to protecting Fallon Health by conducting independent and objective internal audits and assessments of its operational, financial and compliance controls. IA reports administratively to the Chief Compliance Officer and functionally to the Audit & Compliance Committee and plays a key role in auditing risks identified in the organization. The Internal Auditor II plays a key role in the execution of the annual audit plan and will work under the direction of the Audit Manager, Audit Director, or Lead Auditor.

RESPONSIBILITIES:

- Supports the internal audit department by participating in a wide variety of audits such as: Model Audit Rule (MAR – internal controls), financial and operational internal audits, SOC audits (incoming and external), and other special projects as assigned. Gathers and analyzes data through a variety of methods including interviews, financial research, etc. This consists of testing key controls, analyzing data to form reasonable conclusions, and preparing audit reports.
- Assist in developing the audit planning (scope) and development of audit work programs, and in the execution of audit testing within a specific timeline. Also, prepare and present findings and recommendations based on audit work performed to improve internal controls and other financial and operational processes, and make value-added recommendations.
- Effectively communicate with peers and management through email, audit reports, meeting facilitation, etc. This requires exceptional written and verbal communication skills.
- This individual will have no direct reports but will mentor entry level staff to ensure high quality audit and project work that meets department protocols and established objectives. This will include providing feedback to Audit Management.
- Gather and analyze data through a variety of methods including interviews, financial research, meeting facilitation, etc.
- Provide recommendations that will create efficiencies with respect to operations and financial reporting (dashboard, metrics, etc.).
- Interact and communicate with business process owners and upper-level management during internal audit activities. Learn and apply Internal Audit's established policies, procedures, and work paper standards
- Manage time effectively and efficiently to ensure assigned work is completed within established time frames
- Develop and maintain technical audit skills through performing research and attending industry relevant training courses
- Ability to work in a fast-paced, challenging environment and readily adapt to changes within the organization or department.
- Participate in the development of the annual audit planning process and provide insight on high-risk areas of the organization for audit consideration.
- The primary focus of this role will be to assist the department on audits, projects, as well as special requests.

QUALIFICATIONS:

- Bachelor's degree in accounting, finance, or business administration is required.

LICENSES/CERTIFICATIONS:

- Willingness to pursue a CIA, or other industry certification.

EXPERIENCE:

- 2 to 4 years' audit experience or industry accounting experience.
- Possess a high degree of integrity and confidentiality based on exposure to personal and confidential information. Ability to maintain strict confidentiality at all times.
- The individual must have excellent written and verbal communication skills in order to effectively communicate with peers and management.
- Strong interpersonal, analytical, and organizational skills. Plus, strong decision-making skills.

FOR MORE INFORMATION/TO APPLY:

<https://jobs-fchp.icims.com/jobs/6996/internal-auditor-ii---hybrid-position-2-days-work-from-home---growing-healthcare-organization/job>