

Position: Senior Internal Auditor

Webpage: <https://www.vesta.com.mx/>

Department: Internal Audit

Reports to: Head of Internal Audit

Supervises: -

General description:

The Senior Internal Auditor is responsible for the monitoring and evaluation of risks related to operations, transactions, corporate governance and internal processes. He/ she is responsible for the timely execution of risk-based internal audits in accordance with the annual audit plan, as well as assisting with other audit matters and projects.

Communicates identified issues to Head of Internal Audit to ensure any potential concerns are addressed in a timely and effective manner.

Responsibilities / Duties:

- Conducts assigned audit engagements successfully from beginning to end and meet all deadlines and commitments.
- Identifies and communicates issues raised, offering recommended solutions relevant to business and risk.
- Ensures audit conclusions are based on a complete understanding of the process, circumstances, and risk.
- Assess the adequacy of internal control systems by completing audit questionnaires
- Maintain internal control systems by updating audit programs and questionnaires and recommending new policies and procedures
- Develops audit programs and testing procedures relevant to risk and test objectives.
- Obtains and reviews evidence ensuring audit conclusions are well-documented.
- Always ensures adherence to all applicable department and professional standards.
- Communicates assigned tasks to engagement team in a manner that is clear and concise ensuring high quality, accurate, and efficient results.
- Organizes personal effort to be risk-based, productive, and efficient always.
- Ensures adequate focus on personal professional growth relevant to taking on more challenging assignments, in line with standard audit career progression – proactively seeks relevant Education and training opportunities.
- Performs other related duties as assigned.
- Continuously update knowledge regarding sectorial rules, regulations, best practices, tools, techniques, and performance standards

- Executes effective and thorough application of all internal audit standards within assigned responsibility
- Prepare periodic audit reports to be reviewed by Head of Internal Audit and discussed with the responsible.
- Propose modifications to operations and administrative policies and procedures in order to strengthen the level of compliance and risk control, increase transparency and enhance institutional culture and practices

Qualifications:

- At least 6 years of internal audit.
- Bachelor's Degree, College Diploma, or Equivalent: Accounting (Required), (CIA a plus)
- English fluency (at least written) with proficiency in Spanish.
- Oracle (Preferred) or other ERP systems experience.
- Solid Accounting background and Internal Control process
- Strong analytical and communication skills
- Ability to work independently and efficiently with minimal direction and high sense of urgency

Annual Compensation: MXP \$800k - \$1M (according to experience) – Benefits above the law

Contact Information:

Name: Francisco Montoya

e-mail: fmontoya@vesta.com.mx