

#### **POSITION OVERVIEW**

The Senior Internal Auditor is responsible for assisting the Director of Internal Audit in the execution of the Audit Plan to support the department's risk management efforts. The Senior Internal Auditor does this by conducting complex audits of the efficiency and effectiveness over financial, operational, and regulatory processes and controls as overseen by the Director of Internal Audit; and assists the Director in performing testing to support the Company's Sarbanes-Oxley compliance efforts to ensure the efficient completion of the annual external audit.

#### **RESPONSIBILITIES**

- Plan, lead, and perform complex audits and assessments over financial, operational, and compliance processes across business units to assess internal controls, risk management procedures, and compliance with industry regulations and best practices including: scheduling and preparing audit announcements, updating audit programs, preparing meeting agendas, identifying relevant risks and controls, preparing evidence requests, conducting interviews, performing walkthroughs, assessing design, assessing operating effectiveness, analyzing data and samples, detecting fraud, documenting work papers, preparing exit agendas, preparing reporting, providing recommendations, presenting findings, monitoring open observation resolution, and providing ongoing status reporting.
- Plan, lead, and perform Sarbanes-Oxley testing and external auditor direct assistance testing with direction from the Director.
- Develop and implement audit work programs to identify and assess control risks, fraud risks, risk management frameworks, and strategic objectives.
- Participate in fraud investigations and other special projects as requested by the Director.
- Participate in the risk assessment process and audit plan development.
- Develop and maintain collaborative relationships with clients, management, and colleagues.
- Support Internal Audit in special projects and investigations as needed and other duties as assigned.
- Mentor and provide guidance to junior audit staff, fostering a culture of learning and professional development within the team.
- Ability to work effectively in a dynamic and changing environment.
- Be open to feedback, supervision, and continuous improvement.
- Keep abreast of current issues and emerging trends in insurance, internal auditing, risk management, and regulatory changes. Monitors process and policy changes throughout the organization.
- Travel up to 30%.

## **QUALIFICATIONS**

- Bachelor's Degree in business related area of study, preferably Accounting.
- Minimum 3+ years' experience, preferably in Internal Audit at a publicly traded corporation or in a public accounting firm, including SOX compliance.
- Insurance industry experience preferred.
- CPA, CIA, CFE, or CPCU certification or evidence of progress in obtaining such a plus.
- Compliance Standards and Frameworks – Possesses familiarity with risks, and controls, and frameworks such as NAIC MAR, COSO, IIA Global Standards, GAAP and STAT requirements, SEC requirements, FASB pronouncements, IRS and ERISA regulations.

### Skills:

- Analytical thinking, reasoning ability, and problem solving skills
- Strong written and verbal communication skills
- Planning, organization, and project management skills
- Attention to detail
- Collaboration, teamwork, and engagement
- Adaptable, flexible and tenacious

## **BENEFITS AND SALARY**

Medical, dental, vision, HSA & FSA, Life Insurance, long-term disability and more.

Salary range is \$90-\$115K.