

# The Mentholatum Company

## Internal Audit Position Available

Position Title: **Internal Auditor**

Date: **11/21/11**

Department: **Internal Audit**

The Internal Audit position will report to the Senior Director Finance & Administration at Mentholatum's corporate headquarters located in Orchard Park, NY, with a dotted line to the Internal Audit Director of Rohto Pharmaceuticals in Japan. This position involves the documenting of controls including narrative writing, planning and execution of J-Sox (Sarbanes Oxley), financial and operational audits to assess the design and operating effectiveness of key controls. Additionally, the position will participate in process improvement projects designed to create value for the organization. While a portion of the audit work is performed in Orchard Park, other audit locations include major cities in Europe, Australia, South Africa, Russia, Latin America and Canada. Travel is approximately 10-15%.

### Qualifications:

- A Bachelor's degree in Accounting from an accredited institution required.
- A CPA, CIA and/or MBA strongly preferred.
- Minimum of 2-4 years of combined public, internal audit or related experience preferably in a manufacturing or pharmaceutical industry environment.
- Direct experience with evaluating the design and testing the operating effectiveness of controls in a Sarbanes-Oxley/J-Sox environment.
- Strong communication and writing skills - the ideal candidate must have prior experience in writing narratives and developing audit programs.
- JDE experience a plus.
- Travel approximately 10-15%.

Please contact Steve Hossenlopp at [hossenlopp@mentholatum.com](mailto:hossenlopp@mentholatum.com) for additional information.