



October 2012

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Useful IIA Links

- Member Exchange
<http://www.theiia.org/memberexchange/>
- Common Body of Knowledge
<https://na.theiia.org/iia/Pages/Common-Body-of-Knowledge-CBOK.aspx>

Contact Us & Learn More

[Rochester Chapter IIA website](http://www.theiia.org/chapters/index.cfm?act=home.page&cid=20)

<http://www.theiia.org/chapters/index.cfm?act=home.page&cid=20>

Email

RochChapterIIA@gmail.com

IIA: Rochester

CHAPTER NEWS

Upcoming Programs

October 2012 Program

Internal Audit Strategic Assessment & Relationship Triangle Dissemination

Through a collaborative process, a Strategic Assessment includes interviews with a broad cross-section of management, to help an organization determine where on the Internal Audit maturity continuum the function currently resides and at what level the function is truly adding value to the organization and operating strategically.

The Strategic Assessment process helps align internal audit activities with management's value driven objectives and advance the function along the maturity and value continuum. Resulting in helping the function meet the challenges facing the broader organization now and in the future.

The counterpoint to an Audit Function's ability to provide value is the relationships and roles within the triangle representing Internal Audit, Executive Management and The Audit Committee. This discussion will touch on the understanding between the parties that is necessary to optimize the audit function and increase value function to the Organization.

When: Monday October 29, 2012 (11:00AM-1:45PM)

- 11:00 Lunch Start
- 11:15 Program Start
- 1:45 Program End

Where: Pomodoro Grill and Wine Bar
400 Monroe Avenue Rochester, NY 14618
(585) 586-7000

Cost: \$30 (IIA Members), \$60 (non-Members)

CPE: 3 Hours

2012-13 Rochester IIA Chapter Officers

Lori Flaherty, *President*

Sam DeLucia, *Vice President
(Programs)*

Lindsay Prichard, *Vice President
(Communications)*

Tim Hungerford, *Treasurer*

Natalie Kinslow, *Secretary*

Patrick Didas, *Historian*

2012-13 Rochester IIA Chapter Board of Governors

Scott Donovan, *Chairman*

Barbara Anderson

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Peggy Beaty

Susan Deasy

PJ Giusto

Dolores Pastro-Ziobro

Michelle Prichard

Matt Taylor

Jason Wood

Upcoming Programs

November 2012 Program

Professional Ethics

Please join us for a dynamic speaker, Bill Grieshober, while satisfying your NYS ethics CPE requirements (or just to get a valuable 4 hours of CPEs in general!). This training will provide a good overview of professional ethics including defining personal, professional and organizational ethics, analyzing organizational ethics vs. moral choices, as well as outlining the requirements from the professional organizations (AICPA, NYSSCPAs, IIA).

When: Thursday November 15, 2012 (7:30AM-12:00PM,
7:30AM Sign-in, Breakfast and Networking; 8:00AM Program Start)

Where: To Be Announced (Please check email for announcements)

Cost: \$75 (IIA and NYSSCPA Members), \$90 (non-Members), \$25 (Students)

CPE: 4 Hours (Ethics)

Registration: <http://www.suretomeet.com/exec/gt/tpl.h,content=13&event=7b8bf107b167&type=event>

Speaker: William E. Grieshober, M.Ed., M.S., CIA, CPA

William E. Grieshober has been a small business advisor in the School of Professions at Buffalo State College in Buffalo, New York for the past twelve years. Prior to this he has been a Chief Executive Officer, a VP of Finance and a Corporate Controller as well as an Internal Auditor.

Bill has had many years of experience in the auditing field, including three as the Director of Corporate Audit Services at a major food manufacturing company where he was responsible for their domestic and international audit functions. He has also held positions with a golf manufacturing and retailing company, a direct mail marketing company, an agricultural equipment manufacturer and a public accounting firm. He has served for over twenty-eight years as an adjunct faculty member with the Institute of Internal Auditors and has presented business subjects all over the world.

Bill received his Bachelor of Science in Accounting from Gannon University and A Master of Adult Education from Penn State. He has also received a Master of Science in Creative Studies, Creativity and Change Leadership from Buffalo State College – State University of NY. Bill is a member of the American Institute of Certified Public Accountants, and the Pennsylvania Institute of CPA's. He is a Certified Public Accountant, a Certified Internal Auditor, a Certified Cost Analyst and a Certified Business Advisor.

Rochester IIA Chapter 2012-2013 Program Events Calendar

Date	Topic	CPE
9/26/2012	Student Mock Interview Night	0
10/29/2012	Internal Audit Strategic Assessment / Quality Assurance Review – Team Case Study & Networking	3
11/15/2012	Professional Ethics	4
12/6/2012	IT Auditing (Joint with ISACA)	8
1/17/2013	Fraud Roundtable / Panel Discussion	3
Feb. 2013	Managers' Round Table	2
Mar. 2013	Fraud Mystery Night (Joint with IMA)	3
Apr. 2013	IA Seminar (Joint with Buffalo IIA)	8
Apr. 2013	IT Audit Topics (Joint with ISACA)	6-8
May 2013	Risk Transformation – Turning Risk to Results	3

Please read future newsletters and check the Chapter Website (<http://www.theiia.org/chapters/index.cfm?act=home.page&cid=20>) for more information on these and other future events and programs.

IIA Training Opportunities

In addition to Program Events that are sponsored by the Rochester IIA Chapter, the IIA also hosts seminars and training events on a variety of topics. Here are just a few of the upcoming events:

- October 16-19, 2012 Audit Manager Tools and Techniques (CHICAGO)
- October 16-17, 2012 Audit Report Writing (CHICAGO)
- October 16-19, 2012 Communication Skills for Auditors (CHICAGO)
- October 29-30, 2012 Assessing Risk: Ensuring Internal Audit's Value (LAS VEGAS)
- October 29-30, 2012 Continuous Auditing (LAS VEGAS)
- October 29-30, 2012 Operational Auditing: Influencing Positive Change (LAS VEGAS)
- November 12-13, 2012 Assessing Your Organization's Risk Management Process (NEW ORLEANS)
- November 12-15, 2012 Auditor-in-charge Tools and Techniques (NEW ORLEANS)
- November 12-13, 2012 Best Practices in Internal Auditing (NEW ORLEANS)
- November 12-15, 2012 Introduction to IT Auditing (IIA/Deloitte) (COSTA MESA)
- November 12-15, 2012 Leadership Skills for Auditors (NEW ORLEANS)
- December 4, 2012 Corruption: Mitigation Strategies for Internal Audit (NEW YORK)
- December 4-5, 2012 Enterprise Risk Management: An Introduction (NEW YORK)
- December 4-5, 2012 IFRS vs. GAAP: Introduction for Internal Auditors (NEW YORK)

For more information, go to www.theiia.org



**The Institute of
Internal Auditors**

Certification News

Congratulation to two Rochester IIA Chapter members who recently became certified as Certified Internal Auditors (CIA). **Charity Gefell** and **Benjamin Thompson** received their CIA certifications from the Institute of Internal Auditors by successfully meeting the requirements for certification which include:

- A 4-year post-secondary degree (or higher) or its educational equivalent from an accredited university
- High moral and professional character and must submit a Character Reference Form signed by a CIA, CGAP, CCSA, CFSA, CRMA, or the candidate's supervisor
- A minimum of 24 months of internal auditing experience or its equivalent
- Successful completion of a 4-part Exam that covers: 1) Internal Audit Activity's Role in Governance, Risk, and Control, 2) Conducting an Internal Audit Engagement, 3) Business Analysis and Information Technology, and 4) Business Management Skills.

Charity Gefell currently works as a Senior Internal Auditor at Carestream Health and performs audits internationally across several company locations. Prior to joining Carestream, Charity performed various types of internal audit work within the Risk Advisory Services sector at the "Big 4" public accounting firm Ernst & Young, LLP. Charity has experience performing both operational and financial internal audits, business improvement planning, contract compliance reviews, process narrative writing, IT SAS70 reviews, and all areas of Sarbanes Oxley compliance, including control formulation, implementation assessments and testing.

Charity obtained a Bachelor's of Science Degree in Business Administration, majoring in Accounting, from the Rochester Institute of Technology.

Outside of work, Charity enjoys pursuing her life-long vocal hobby through being a member of her church's worship team and continues to work at her goal of learning piano.

Benjamin Thompson received a BA in Economics from Cornell University, and an MBA (concentration in Accounting) from Syracuse University. After school, Ben started his career at Deloitte & Touche LLP in Pittsburgh, where he worked for three years as an Enterprise Risk Services Consultant (2007-2010). At Deloitte, he led many audit engagements for a variety of clients in the manufacturing, banking and health insurance sectors.

In August 2010, Ben moved to Rochester and accepted a Senior Auditor position with Carestream, where he led operational audits in ten countries worldwide. He is moving into a new role at Carestream as a Senior Financial Analyst.

In his spare time, Ben enjoys running, reading, and crossword puzzles.



2013-2014 Call for Volunteers

The IIA is now seeking leadership candidates for 2013-2014.

With 175,000 members in nearly 170 countries, The Institute of Internal Auditors (IIA) provides dynamic leadership for the global profession of internal auditing. Volunteers play a key role and the contributions they make impact the day-to-day functions of internal auditors, as well as shape the future of the internal audit profession.

The IIA is seeking qualified members to serve in the following leadership roles:

- International Officers
- Board of Directors
- North American Board
- The IIA Research Foundation Board of Trustees
- 16 Committees comprising 250 members
- District Advisors and Representatives (North America only)

Candidates should have relevant expertise and the ability to participate in the leadership of The IIA. Nominations are accepted from IIA Institutes and Chapters, IIA members who know of interested candidates, or candidates themselves.

Nominations for 2013-2014 should be completed and submitted electronically by **November 2, 2012**. Forms received after that date will be considered for the 2014-2015 service year. If you are elected or appointed to serve, your term will begin in April 2013 or July 2013.

Questions?

If you have any questions, please contact:

Lori Gagnon

Governance Manager

Email: governance@theiia.org

Chapter Volunteer Opportunities

The Rochester IIA Chapter also needs volunteers to help with Programs, Events and other Chapter Activities. If you are interested in getting involved with your local chapter, please contact the Rochester IIA at RochChapterIIA@gmail.com.



2012-13 IIA Conferences

Develop and enhance your auditing skills by attending an IIA conference specializing in varying fields of internal audit. Don't miss these great hot-topic events designed to help you network with your peers, understand industry best practices, and take your career to the next level.

To accommodate reduced training budgets, The IIA has reduced pricing for its conferences and offers the most affordable room rates available at its conference venues. This gives you the opportunity to increase your value as an audit professional for less.

Register early for IIA conferences and save!

Upcoming Conferences

Conference	Date	Location
All Star Conference	October 9–11, 2012	Las Vegas, NV, USA
IT Audit & Controls Conference (IIA/MIS)	October 30– November 1, 2012	Scottsdale, AZ, USA
General Audit Management Conference	March 18–20, 2013	Las Vegas, NV, USA
Gaming Conference	April 3–5, 2013	Las Vegas, NV, USA
2013 International Conference	July 14–17, 2013	Orlando, FL, USA
Governance, Risk, and Control Conference	August 19–21, 2013	Phoenix, AZ, USA
MOSAIC: A Convergence of Ideas	New in 2013!	Details to be announced
Central Regional Conference	September 29– October 2, 2013	Columbus, OH, USA
All Star Conference	October 14–16, 2013	New Orleans, LA, USA
Midwestern Regional Conference	November 3–6, 2013	Minneapolis, MN, USA

Global IIA Conferences

To see a list of IIA conferences around the world, please visit The IIA's global website.

Additional Conference Opportunities and Information

Call for Speakers

Are you interested in speaking at an IIA conference? Do you know that IIA speakers receive complimentary registration? Learn more by contacting the IIA

(<https://na.theiia.org/training/conferences/Pages/Call-for-Speakers.aspx>)

Discounted Airfare to IIA Conferences is Available

Please see the [Training & Events FAQ](#) for information on discounted airfare.

Job Opportunities:

Members: Advertising your open position is a service that the Rochester Chapter provides as a benefit to members.

Please submit your openings to: RochChapterIIA@gmail.com

Companies Postings for this Issue:

- Windstream (Senior IT Auditor)
- Cooper Companies (Internal Audit Senior)
- RIT (Senior IT Auditor)



JOB DESCRIPTION

Job Title: Senior IT Auditor

Location: Fairport, NY

Join our team and take your career to the next level. Windstream is a Fortune 500 communications and technology solutions provider with operations in 46 states and the District of Columbia, generating about \$6 billion in annual revenues. We provide IP-based voice and data services, MPLS networking, data center and managed hosting services and communication systems to businesses and government agencies. Windstream also delivers broadband, digital phone and high-definition TV services to residential customers primarily in rural areas and we operate a local and long-haul fiber optic network spanning 100,000 route miles.

Position Summary

Plays a key role in providing assurance that the company's internal controls and general computer controls are operating effectively, in accordance with regulatory, operational, and Section 404 requirements of the Sarbanes-Oxley Act. Participates in and oversees Internal Audit responsibilities including managing multiple Internal Audits covering various processes, as well as train and manage staff. Provides guidance to meet compliance, security and audit requirements.

Essential Duties & Responsibilities include the following:

- Develops and implements an IT audit strategy and plan to review technical systems controls, identify control weakness and communicate significant control and compliance risk to senior management.
- Responsible for planning and performing audits of information systems and related processes in a multi-platform environment. This may include reviewing organizational IT policies, standards and procedures and providing advice on their adequacy, accuracy and compliance with government guidelines and regulatory requirements (e.g., Sarbanes-Oxley Act); assisting management in the identification and assessment of technology related risks, and reporting on the adequacy of risk-based controls; evaluating technology and business related controls for integrated IT and business auditing efforts.
- Prepares formal written reports, as requested, expressing opinions on the adequacy and effectiveness of the enterprise's information systems.
- Participates in new system development and implementation reviews by reviewing project documentation, conducting interviews, and assessing work completed.
- Ensures that development efforts are in compliance with organizational policies, standards and procedures, and controls are adequately incorporated into the systems; identifies areas of opportunity for process, control or cost improvement.
- Works with external auditors to help reconcile discrepancies or support the external auditing functions and local, federal examinations.
- May be responsible for developing and implementing tools to support automated audit effort. May perform due diligence and special review(s) work as required by management.
- Works on multiple auditing projects as a project leader or frequently as the subject matter expert.
- Works on projects/issues of medium to high complexity that require demonstrated knowledge across multiple technical areas and business segments.
- Defines and discerns key aspects of a problem and develops an integrated solution within a broad technical

We offer competitive salaries, a comprehensive benefits package, and opportunities to grow your career within an excellent working environment.

WINDSTREAM IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER



and business context of significant impact.

- Provide IT best practice recommendations based on result of audit/assessments and monitor remediation of control deficiencies as needed.
- Coaches and mentors more junior technical staff.

Education & Experience

Required

Bachelor's or Master's Degree in Computer Science, Information Technology/Information Systems, Business Administration, or other related field; 3-5 years professional level experience; 3 or more years IT auditing or equivalent experience; or an equivalent combination of education and professional level related experience required. Technical and business knowledge in multiple disciplines/environments.

Preferred

3-5 years' experience with a public accounting firm or equivalent experience in an Internal Audit function is highly desired. 1-2 years' experience in the Telecommunications Industry preferred. 1-2 years' experience in IT Operations is a plus. Experience leveraging computer assisted auditing techniques and tools (e.g. ACL).

Essential Job Knowledge

- Comprehensive knowledge of auditing practices, procedures, and principles, sufficient enough to interpret and analyze complex concepts and apply these in innovative ways
- Requires technical knowledge, training and understanding of a Job's requirements.
- Has working knowledge of generally applicable and accepted auditing standards and framework (e.g., COBIT) and best practices for IT services management (e.g., ITIL), government guidelines and laws (e.g., Sarbanes-Oxley Act).
- Possesses advanced Microsoft Office skills

Certifications

CISA or CIA designations are highly desirable although not required. However, a certification is important for progressing to higher levels within the department. Membership with recognized auditing and controls organizations preferred (IIA, ISACA, ACFE, ISC2)

Desired Work Traits & Skills

Ideal candidates will possess the following qualifications:

- Capability and desire to evaluate the effectiveness of management in their stewardship of Windstream's resources and their compliance with established corporate policy and procedures including corporate governance and code of business conduct standards. Responsible for critical work and/or complex projects performed within a broader technical and business context.
- Strong interpersonal skills – ability to lead effectively and work closely with people at all levels of the organization
- Excellent written and verbal communication skills.
- Demonstrated integrity, values, principles and work ethic
- Advanced technical, analytical, and effective communication and negotiation skills are critical to the success of this position
- Strategic thinker with ability to implement changes necessary to meet company and department objectives. Self-starter who is able to work independently with minimal supervision.

Special Concerns

Some travel is required, approximately 10-20%; and overtime considerations when appropriate.

We offer competitive salaries, a comprehensive benefits package, and opportunities to grow your career within an excellent working environment.

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Benefits

Education Assistance

- Tuition Reimbursement
- Professional Dues Reimbursement
- Career Development and Training

Paid Time Off

- Vacation
- Holidays

Health Insurance

- Medical and Dental Insurance Options
- Prescription Drug Plan and Vision Coverage
- Pre-Tax Flexible Spending Accounts

Retirement Plans

- 401(k) Plan With Employer Match

Experience the benefits of a growing company

For all that you put into your job, you deserve the best in return. From a friendly, team-based environment to progressive salaries and health plans, our benefits work hard for you. See for yourself.

How to Apply

Send a resume to Samuel.DeLucia@windstream.com. All candidate inquiries will be kept highly confidential.

Employment at Windstream is subject to post offer, pre-employment drug testing. EOE/AAP Employer.

There is no relocation package offered for this position.

We offer competitive salaries, a comprehensive benefits package, and opportunities to grow your career within an excellent working environment.

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TITLE: Internal Audit Senior

REPORTS TO: Internal Audit Manager

INTRO: The Internal Audit Senior is a position with exceptional growth opportunity as business models and needs of management and the Audit Committee continue to evolve.

SUMMARY OF DUTIES:

- Performs audit procedures, including identifying and defining issues, developing criteria, reviewing, analyzing evidence and documenting processes and procedures in accordance with professional standards.
- Conducts interviews, reviews documents, develops and administer surveys, prepare working papers and compose formal audit reports.
- Collaborates with the internal audit team members to develop automated solutions that can analyze complex business data to help isolate problems, identify underlying issues, and test automated controls.
- Data Analysis/Testing of Controls utilizing automated tools (e.g., MS Access, MS Excel, SQL, Crystal, Business Objects) to analyze large transaction populations for unusual activity, data integrity, tests of automated controls, data stratification, and audit sampling. Develop menu-based processes to enable reuse of automated tests.
- Assesses current use of tools and make recommendations for implementation of additional tools.
- Promotes and presents audit automation solutions to business auditors and management.
- Assists the Internal Audit Department with information technology control testing and data analytic needs.
- Provides guidance and support on internal projects related to data retrieval and analysis, information communication tools sand other computer assisted audit techniques.
- Participates in internal ethics and fraud investigation and assist in business process risks and controls assessment when needed
- Performs audits to ensure organizational compliance with relevant state, federal and statutory requirements (e.g., Sarbanes-Oxley Act).
- May lead concurrent audits/projects throughout the organization and assist in communications with the customer/audit client.
- Demonstrates and applies strong project management skills, teamwork, and responsibility with internal audit team members, external auditors and audit client.
- Uses current technology and tools to enhance the effectiveness of deliverables and services.
- Provides quality and value added audit services while maintaining independence and objectivity.
- Minimum of 20% travel required.

CANDIDATE BACKGROUND REQUIREMENTS:

A minimum of three years of experience with a Big Four firm is required. Demonstrated experience as an auditor with data analytics capabilities. Employee must be skilled in negotiating issues and resolving problems. It is essential that Employee possesses a working knowledge of generally applicable and accepted auditing standards (e.g., GAAP) and framework (e.g, COSO), best practices for business management, government guidelines and laws (e.g., Sarbanes-Oxley Act). Skills in effective verbal and written communications are required, including but not limited to active listening skills and skill in presenting findings and recommendations. Must be able to effectively research and concisely communicate audit issues and concerns as well as interact with multiple levels of management. Employee must possess technical skills to identify requirements and develop automated processes. Required knowledge of automated tools/processes such as:

- Advanced MS Excel and access functions
- Perform data analysis/test automated controls
- Visual Basic Maintain and develop data conversion processes
- MS Office (Word, PowerPoint, Outlook and Visio)
- Data Analytics Software (ACL, IDEA, etc.) to analysis, test, sample data.



A Quality of Life Company™

EDUCATIONAL REQUIREMENTS:

This position requires a Bachelor's degree in business, accounting, finance, computer science, information systems, engineering or a related discipline is required. A MBA is desired but not required. CPA, CIA, CFE, CISA, CISSP or PML certification preferred.

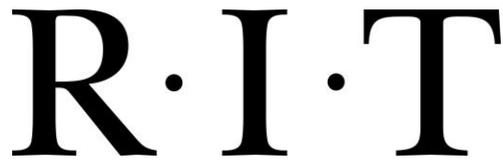
APPLICATION METHOD:

Please direct your resume to InternalAudit@cooperco.com No phone calls or office visits please. Upon review of candidates' resumes, phone screenings will be scheduled and based on results, candidates' interviews will follow for this **Fairport, NY based position.**

COMPANY BENEFITS:

The Cooper Companies, Inc. is dedicated to improving health and wellness and offers a very generous benefits package such as health insurance (including, but not limited to, a generous employer funded Health Savings Account), employer paid dental, employer paid vision, life, long term disability, long term care, matching 401(k), employer sponsored pension, vacation, 12 paid holidays, performance incentives, and more.

EOE/M/F



TO APPLY FOR THIS POSITION-GO TO THE LINK PROVIDED AND SEARCH FOR REQUISITION # 137BR
<http://careers.rit.edu/staff/>

**Rochester Institute of Technology
Job Description**

TITLE: Sr. IT Internal Auditor

UNIT: Division of Finance & Administration –
Institute Audit, Compliance & Advisement (IACA)

LEVEL: _____

JOB CODE:

FLSA:

General Summary: Flexibly leads and teams with internal auditors, co-op student internal auditors, Information Security Office (ISO) technical staff, and third-party consultants to complete IT internal audit work, advisory projects, and presentations for management.

Major Responsibilities

Audit and Review Process - General

- Plans and conducts IT audits covering a broad range of the university's operations to assure that the university's assets are protected and to determine if functional areas are conducting IT related operations in compliance with established guidelines, policies, procedures and governmental, grant/contract and legal requirements.
- Supervises internal auditors and co-op student internal auditors in the performance of audit, business process review, and advisory engagements.
- Creates a smooth flow of audit process from start to finish.
- Leads and directs others in the documentation of business process control reviews and report writing in compliance with Institute of Internal Auditors Standards.
- Adept at spotting patterns and trends and in determining underlying causes.
- Assess team members' individual performance and makes recommendations for improvement.
- Selects appropriate, and develops if necessary, automated data analysis tools.
- Creates concise summary information of control issues and solutions for senior management that can be clearly understood.
- Reviews, understands, and audits for compliance with complex policy and contractual terms.
- Networks with other key RIT knowledge experts, and obtains information from university departments.
- Draws pertinent information from multiple sources and flags appropriate reference information to share with auditors and management.
- Recommends ways to increase the efficiency and effectiveness of IACA processes.
- Leads engagements in an efficient time-controlled manner and is sensitive to budget constraints.

Audit and Review Process – IT Specific

- Performs annual IT risk assessment.
- Creates and maintains the IT Risk Map.
- Research whether IT audit tools are available to assist in the performance of an audit or whether scripts/programs could be developed to facilitate testing.
- Develop scripts/programs for use in IT audit testing as appropriate.
- Coordinate the work of third-party consultants engaged to assist in IT audit engagements.

R·I·T

- Test, using IT audit tools, scripts, analysis of vulnerability scan or pen testing reports provided by the ISO or external third party, data analysis, and other techniques, key IT controls to determine whether they are functioning effectively and as expected.
- Support and advise Information Technology Services (ITS) and ISO departments regarding IT controls to include service to university IT and IT security committees.
- Participate in significant university IT projects and system implementations in a consultative role.
- Provide IT audit support to senior internal auditors to achieve a level of integrated audit activity.

Knowledge:

- Possesses a sound knowledge of internal controls over a broad range of subject areas.
- Provides constructive recommendations for change/alternatives to business process.
- Consistently recognizes and assesses mitigating controls.
- Maintains current knowledge and expertise regarding IT internal controls such as general computer controls, network controls, and application controls.
- Understands and applies IT frameworks such as COBIT (Control Objectives for Information and related Technology) and ITIL (Information Technology Infrastructure Library), IT standards such as NIST (National Institute of Standards and Technology), and DISA (Defense Information Systems Agency), and able to access appropriate security forums, and the national vulnerability database for use in IT audit and advisory engagements.

Teamwork:

- Mentors others relative to their development including identification of development opportunities.
- Assesses needs for new training.
- Delivers audit process training to new staff.

Resourcefulness:

- Prevents road blocks from recurring.
- Takes lead to bring tasks to closure in a timely fashion.
- Anticipates shifting priorities and changing environments.

Continuous Improvement:

- Takes an active role in the IACA Quality Assurance Program.
- Active leadership role in continuous improvement efforts and effective implementation of new processes.
- Effectively maintains skill sets and completes at least 40 hrs of audit training annually.

Education: Bachelor's degree in Information Technology, Management Information Systems, Accounting, or related field.

Required Experience:

- Has worked in the field of internal or external IT auditing with managers to analyze data, research problems and solutions, and create appropriate recommendations to improve business control environments within IIA standards.
- Has experience interacting with all levels of management.
- Experience performing IT general control reviews, network infrastructure, information security, SDLC, database servers, operating systems, and/or application audits.

R·I·T

- Experience with a company's IT/business processes, applications and operating systems at a level needed to assess the risk and review the controls of these IT/business processes.

Preferred Experience:

- Exposure to Oracle and PeopleSoft databases.
- An understanding of the higher education industry.
- Has supervision experience.

Certifications: Must possess the CISA or CISSP designation. CPA and CIA certifications are desirable.

Skills:

Communication: Strong information gathering, composition, summarization, and organizational skills. Ability to present complex technical issues in business terms.

Audit: Business process flow documentation, exposure to complex policies and contracts, IT audit processes and controls.

Team/Customer Focus: Interacts well with managers and external vendors to assist in problem solving.

IT: Programming/script writing, databases, MS Office Suite, technical knowledge in Information Security, infrastructure, end-point technology, network servers and network devices.