

# Lead Internal Auditor



## Job Description

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- A privately owned global real estate investment firm founded in 1957 with a presence in 205 cities in 24 countries.
- Our client has approximately \$133 billion of assets under management, including \$71 billion for which the company serves as an investment manager, including non-real estate assets, and \$62.3 billion for which the company provides third-party property-level services.
- The firm has 165 developments currently underway around the world.
- The Client is one of the largest and most-respected real estate organizations in the world.

## Requirements

- 5 years of financial accounting or auditing experience.
- Certification, or working towards certification, as a Certified Public Accountant (CPA) and/or Certified Internal Auditor (CIA) is preferred.
- bachelor's degree in accounting or related field from an accredited college or university required.
- Ability to be flexible and adapt as needed between various in-person working environment.

## Job Responsibilities

- Assists in the development of an annual audit plan using an appropriate risk-based methodology, including any risks.
- or control concerns identified by management.
- Leads the implementation of the annual audit plan including as appropriate any special tasks or projects requested by the Executive Director of Internal Compliance.
- Analyzes and evaluates internal controls over school funds and district funds making recommendations for.
- improvements to prevent loss to the district.
- Assists in analyzing and evaluating school and departmental compliance with district policies, regulations, and state/federal laws.
- Assists in the evaluation of significant merging/consolidating functions and new/changing services, processes, operations, and controls.
- Leads the preparation of periodic reports summarizing results of audit activities.
- Prepares formal written reports covering deficiencies and expressing opinions on the adequacy and effectiveness of.
- the system.
- Interprets policies, regulations, and state law for principals, bookkeepers, and staff.
- Performs audit follow-up visits to determine compliance with audit recommendations and correction of problems noted.
- Prepares work papers and schedules for the external auditors.
- Leads the investigation of suspected fraudulent activities within the district.
- Performs other duties as assigned by the appropriate administrator.

- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Performs other duties as assigned by an appropriate administrator or their representative.

## **Job Summary**

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Employment Status : Full Time

Experience : Any

Workplace : Hybrid

Salary : \$70000