***One of India’s leading producers of fertilizers and industrial chemicals,***

We are transforming our business through focus on Collaboration beyond boundaries, Relentless Focus on Results, Innovation, and unflinching commitment to deliverables and promises.

We are looking for individuals who enjoy working outside their comfort zone and are ready to accept challenges. We believe in achieving excellence in whatever we do. For this we provide a great degree of support through a combination of best of the systems & processes, employees’ capability building and their well-being.

We also place a considerable weightage to individuals who are proactive & self-motivated and have good inter-personal & social skills and have the ability to work in teams.

**JOB DESCRIPTION**

*Designation: Sr. Manager – Internal Audit Function: Audit*

*Location: Corporate Office, Pune Sector: Corporate Governance*

*Purpose of the Job:*

**Overview/ Responsibilities: As a < Designation>, you will be expected to:**

|  |  |
| --- | --- |
| ***Key Accountabilities for the position*** | ***Major Tasks for the position*** |
| * Planning and Audit activities | To support in preparing internal audit plan for high risk processes which fulfils the specific objectives of the department |
| Identify risks and controls relating to the processes (including fraud risks) and conduct control effectiveness testing; ensuring transactions are in line with SOPs / DOA . |
| Performs audit work, maintaining workpapers for audit findings, identifying the root cause of the issue observed |
| Conducts the audit closure meeting with the concerned auditees, sharing the status of observations on completion of field visit and to suggest corrective action for the observation made and preventive action for the root cause of the issue. |
| Prepare reports on Significant Audit Observations for management discussion. |
| ***Educational Qualifications*** | ***Total years of experience*** |
| * CA / CWA | * at least 3 to 5 years of relevant industry experience in Internal Audit |
| ***Technical /Functional Expertise:*** | |
| * Ability to develop and implement audit plans and schedules. * Knowledge of audit tools, auditing concepts & principles and data analysis for sample selection. * Ability to analyse large data, applying fraud risk criteria and investigative skills. * Skill in examining and re-engineering operations and procedures * Knowledge of financial recordkeeping procedures, laws, regulations, and standards. * Understanding of IT control environment. | |