Job Description – ISMS Internal Auditor

Version: DRAFT

Date: \_\_\_\_\_\_\_\_\_\_

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1. Role Summary

[Summarise the responsibilities of the ISMS internal auditor.]

2. Key Responsibilities

- [Conduct internal ISMS audits.]  
- [Evaluate compliance with ISO/IEC 27001 requirements.]  
- [Report findings and follow up corrective actions.]

3. Required Competencies

- [Knowledge of ISO 27001, auditing techniques, and risk-based thinking.]  
- [Strong analytical and documentation skills.]

4. Independence

[Clarify that the auditor must be independent of audited activities.]

5. Review

[Mention when this JD is reviewed or updated.]