

Job Description

POSITION DETAILS			
Functional Designation	AM/DM-Internal Audit	Department	Internal Audit
Sub Department	Internal Audit	HR Grade	AM/DM / Manager
Location	Corporate Office	Reporting Manager	LeadAVP-Internal Audit
Job Purpose			
<p>This role aims to ensure the organization's adherence to <u>Internal Audit calendar</u>, regulatory requirements, identify and mitigate risks, and contribute to the overall effectiveness of internal controls. The AM/DM Internal Audit <u>Specialist</u> plays a pivotal role in promoting a culture of compliance, accountability, and continuous improvement within the NBFC.</p>			
Principal Accountabilities			
<p>Audit Strategy and Execution</p> <ul style="list-style-type: none"> Manage and execute the audit plan and audit engagements as and when assigned, in accordance with Departmental, ICAI and IIA standards Conduct Research and fieldwork for the assigned audit areas. Actively contribute to Audit's Vision and Mission through proactive, agile, and continuous auditing by embracing digital and data-driven mindset Support in on-going (continuous) monitoring & auditing process, products, and support functions by applying business, industry, and market insights to identify any emerging risks <p>Relationship Management</p> <ul style="list-style-type: none"> Manage & maintain key stakeholder relationships including line management of the Business/Support Units Contribute to Audit's role as a Trusted Advisor / Learning Facilitator to the BU/SU in control matters <p>Subject matter expertise</p> <ul style="list-style-type: none"> Contribute in subject areas by providing subject matter expertise Actively advise and promptly apprise seniors and/or the Audit Head of all major risk, control and regulatory issues arising during the audit, identified during continuous monitoring and continuous auditing, and, through regular contact with the management. Support seniors in reviewing new products / services initiatives relating to all Retail and Digital Products. Ascertain that major concerns and recommendations raised by internal and external auditors and regulators are resolved adequately and satisfactorily <p>Staff development</p> <ul style="list-style-type: none"> Support staff and self-development Keep abreast of own professional development to enhance one's skills and competence Coach and guide junior staff on all audit engagements 			

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Core Competencies

- Risk and control mindset
- Excellent Data analytical skills
- Excellent Communication and Inter-personal skills
- Understanding of NBFC and Banking operations-
- Experience in Process Risks, Process Compliance and reviews

Technical Competence

- Sound Audit & accounting skills,
- Knowledge of Indian Audit & Accounting regulations as well as IIA Standards,
- Strong knowledge of Indian regulations and Products/Processes relating to Retail Assets/Digital Products /Credit/Sales.

Work Relationship

- All business and support functions including Sales, Credit, Compliance and Risk Management & Operations

Desired Profile

Bachelor's degree in Finance, Accounting, or a related field; CA, MBA, CPA, or CIA preferred.

- Extensive-Minimum 2-3 years experience -in internal audit within the Banking or Non-Banking Financial Company (NBFC) sector.

- Thorough understanding of financial regulations, risk management, and compliance standards.