

## Job Description

POSITION DETAILS			
Functional Designation	Lead-Internal Audit	Department	Internal Audit
Sub Department	Internal Audit	HR Grade	AVP / GM
Location	Corporate Office	Reporting Manager	Head- Internal Audit
Job Purpose			
<p>The <u>AVP Lead</u> - Internal Audit is responsible for leading and enhancing the internal audit function within the NBFC. This role aims to ensure the organization's adherence to regulatory requirements, identify and mitigate risks, and contribute to the overall effectiveness of internal controls. The <u>VP Lead</u> - Internal Audit plays a pivotal role in promoting a culture of compliance, accountability, and continuous improvement within the NBFC.</p>			
Principal Accountabilities			
<ol style="list-style-type: none"> <li>1. Strong leadership and managerial skills.</li> <li>2. Excellent communication and interpersonal abilities.</li> <li>3. Analytical mindset with attention to detail.</li> <li>4. Advanced knowledge of audit methodologies and practices.</li> <li>5. Ability to navigate complex regulatory environments.</li> <li>6. <u>Support Head – Internal Audit in developing and executing</u> a comprehensive internal audit strategy aligned with organizational goals and regulatory requirements.</li> <li>7. Lead and manage a team of internal auditors, providing guidance and support to ensure the effective execution of audit plans.</li> <li>8. Conduct risk assessments, identify control weaknesses, and provide recommendations to strengthen internal controls.</li> <li>9. Collaborate with other departments to ensure a coordinated and integrated approach to risk management and compliance.</li> <li>10. Stay abreast of industry trends, regulatory changes, and best practices to enhance the internal audit function.</li> <li>11. Prepare and present detailed audit reports to senior management and the board, highlighting key findings and recommendations.</li> <li>12. Work closely with <u>external auditors, regulators, and other assurance function (risk and compliance) and other stakeholders</u> to facilitate audits and examinations.</li> </ol>			
Desired Profile			
<p><b>Bachelor's degree in Finance, Accounting, or a related field; CA, MBA, CPA, or CIA preferred.</b></p> <ul style="list-style-type: none"> <li>- <b>Extensive experience (10+ years) in internal audit within the Banking / Non-Banking Financial Company (NBFC) sector with minimum 3 years experience in Team Leader role.</b></li> <li>- <b>Thorough understanding of financial regulations, risk management, and compliance standards.</b></li> </ul>			