

IT Internal Auditor Job Description

Company and Position

Multibillion dollar publicly traded global reinsurance and insurance organization with principal operations in Bermuda, New York, California, London, and Dublin. This value driven internal audit department is seeking to add its first Information Technology (IT) audit professional to strengthen the department. This new global IT audit position will interact with executives and officers across multiple businesses and operations and report to the Group Director of Internal Audit. This position provides unparalleled opportunity to learn about the Company's various businesses and operations and can lead to career opportunities outside and within the internal audit department. This position is expected to be based in the New York Metropolitan area, with approximately 10-25% travel.

Primary Responsibilities

- Provide Business and IT management with guidance on IT risk management matters, particularly on application and infrastructure security.
- Responsible for developing and maintaining the IT Risk Assessment at the Group Level under the oversight of the Group Director; including identifying areas where business units should consider additional investment and areas internal audit should focus.
- Conduct audits or lead audit teams in performance of IT audits and reviews of systems, applications and IT processes. Prepare and report results to executives and Audit Committees. These include;
 - Perform pre and post- implementation reviews of system implementations or enhancements.
 - IT security audits (e.g. network, operating system and data center), including evaluating if security vulnerabilities are properly identified and mitigated. Coordinate the scope and performance of these reviews with business units and external security experts.
 - Evaluate information general computing controls and provide value added feedback. Test compliance with those controls. Coordinate with Sox teams as applicable.
 - Perform various other reviews of IT management policies and procedures such as change management, business continuity planning/ disaster recovery and information security to ensure that controls surrounding these processes are adequate.
- Develop, build & implement tools to analyze data to improve audit efficiency and effectiveness, (including for risk assessments). Ultimately be a source for analytics that business units adopt to provide business insights or for continuous auditing.
- Conduct audits or lead audit teams in operational / financial audits.

Qualifications & Skills

A. Education and Training:

- Degree in Finance, Accounting or Computer Science
- Understanding of multiple technology domains including software development, Windows, database management, networking, and UNIX (preferred).
- Understanding of information security standards, best practices for securing computer systems, and applicable laws and regulations.

B. Managerial, Technical or Professional Experience

- Minimum 8+ years of relevant (re)insurance experience with a IT background.
- Prior position in IT Governance/IT Audit – internal audit or external auditing firm.
- Progressive achievement in one or more of the traditional IT disciplines (applications, operations, infrastructure, and management).
- Experience with IT Operations desirable.

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C. Skills Requirements:

- Outstanding interpersonal and communications skills; ability to communicate effectively with technical and non-technical audiences.
- Strong knowledge of Specialty Lines Insurance/Reinsurance.
- Expert knowledge of internal auditing, internal controls, risk management, and finance and accounting practices and methods.
- Comprehensive understanding of internal control environments within the IT function.
- Experience with multiple technology domains including aspects of Windows, Unix and/or database administration, software development and networking.
- Excellent leadership and teamwork skills.
- Proactive, hands-on, results-driven orientation required.
- Ability to blend exceptional attention to detail with an ability to retain strategic direction within a rapidly evolving entrepreneurial business culture.
- Ability to produce high quality work products for both the IT groups and Senior Management.

Additional Desirable Qualifications:

- Master's Degree – Finance, Accounting, Computer Science, IT Risk Management/Governance, Business Administration
- Recognized accounting/auditing/information system certifications (e.g. CPA, CISA, CIA, CISSP)
- Big Four Accounting Firm experience

Compensation: Competitive base salary, bonus and benefit plans.