

Senior Internal Auditor

Illinois Housing Development Authority (IHDA), one of the Nation's preeminent Housing Finance Agencies and one of the State's ten largest financial institutions, is currently seeking a Senior Internal Auditor to build upon their 50+ year leadership in housing finance.

SUMMARY:

Range of Responsibility: Performs professional internal auditing work. Work involves conducting performance, financial and compliance audit projects; providing consulting services to the organization's management and staff; and providing input to development of the annual audit plan. Maintain all organizational and professional ethical standards. Ability to work with limited supervision to demonstrate initiative and independent judgment.

ESSENTIAL FUNCTIONS:

Assist in identifying and evaluating the organization's risk areas and provide input to the development of the annual audit plan.

Ability to plan engagements and to complete audit steps from beginning to end.

Perform audit procedures, including identifying and defining issues, developing criteria, reviewing, and analyzing evidence, and documenting client processes and procedures.

Conduct interviews, review documents, develop and administer surveys, compose summary memos, and prepare working papers.

Identify, develop, and document audit issues and recommendations using independent judgment concerning areas being reviewed.

Assists in communicating the results of audit and consulting projects via written reports and oral presentations to management.

Develop and maintain productive client and staff relationships through individual contacts and group meetings.

Represent internal audit on organizational project teams and at management meetings.

EDUCATION AND EXPERIENCE REQUIREMENTS:

Bachelor's degree from an accredited college or university. Four years of full-time experience in auditing, accounting, business analysis, or program evaluation. A graduate degree in business administration, public administration, or a related field, or certification as a CIA or CPA required.

Knowledge of and skill in applying internal auditing and accounting principles and practices, and management principles and preferred business practices.

Knowledge of the Standards for the Professional Practice of Internal Auditing and the Code of Ethics developed by The Institute of Internal Auditors.

Knowledge of industry program policies, procedures, regulations, and laws.

Skill in conducting quality control reviews of audit work products.

Skill in collecting and analyzing complex data, evaluating information and systems, and drawing logical conclusions.

Skill in planning and project management, and in maintaining composure under pressure while meeting multiple deadlines.

Skill in negotiating issues and resolving problems.

Skill in using a computer with word processing, spreadsheet, and other business software to prepare reports, memos, summaries, and analyses.

Skill in effective verbal and written communications, including active listening skills and skill in presenting findings and recommendations.

Ability to establish and maintain harmonious working relationships with co-workers, agency staff, and external contacts, and to work effectively in a professional team environment.

Excellent benefits package, including 401 (k); immediate vesting.

To apply, submit resume to:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&cclid=19000101_000001&jobId=424009&source=CC2&lang=en_US

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