

## Person Specification Auditor



### Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

#### Essential

- Qualified Accounting Technician with the Association of Accounting Technicians or working towards final exams
- Understanding of internal audit and local government finance
- Good IT skills
- A commitment to equal opportunities in service delivery and employment
- Ability to communicate effectively, orally and in writing, with a diverse range of people.
- Good organisational skills
- Able to work to tight deadlines

### Part B

The following criteria will be further explored at the interview stage:

- Knowledge of local government and the current public sector environment
- Experience of working in an internal audit or local government finance environment
- Knowledge of fraud related risks
- Knowledge of risk management
- Ability to organise and prioritise workload to maintain high levels of performance
- Understanding of the Council's equalities policy and applying this in the workplace.
- Commitment to learning and development
- Excellent communication skills