

Part A

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

Essential

- Sound knowledge and understanding of internal auditing
- Good written communication skills including the ability to write reports and present work clearly
- Good IT skills
- Good organisational and administrative skills
- PIIA; MAAT or part qualified CCAB
- Experience of undertaking audit assignments, reviews, evaluations, studies or investigations of complex or sensitive systems and processes
- Experience of working to specified quality standards and to 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 the Public Sector Internal Audit Standard
- Knowledge of auditing of ICT systems
- Knowledge of fraud related risks
- Knowledge of risk management
- Ability to organise and prioritise workload to maintain high levels of performance
- Approach to relationship management
- Understanding of the Council's equalities policy and applying this in the workplace.
- Excellent communication skills

Additional Requirements

Occupational health clearance