



JOB HIRING

Be Part of Our Success Growing Team

Prince Bank Plc., recognized with Global, Asia's and Cambodia's Best Employer Brand Awards in 2019 and 2020, is a commercial bank that strives to provide customers with the best products and services delivered with professionalism. Prince Bank Plc. has a clear vision, "to be the financial institution of choice for our target customers." With an ambitious growth plan, Prince Bank Plc. is expanding its business operations and looking for highly qualified candidates to fill the following position.

Manager, Head Office Audit

Head Office

Position Summary: Manager, Head Office Audit is responsible for audit engagement on Head Office Unit.

Job Responsibilities

- Implement Internal Audit Charter/Policy and Process & Procedures and strategic audit plan.
- Prepare and assist line management in drafting annual plan.
- Identify significant process, business acumen, develop audit objectives and prepare the risk assessment process for each audit assignment and present to Senior Manager/Acting Head.
- Present the findings of the internal audit assignment to the Line manager.
- Provide regular feedback to the line manager for the status of each audit assignment.
- Prepare and/or review the preliminary risk assessment and discuss it with the team.
- Prepare the testing strategy to achieve the objectives of audit assignment and the related nature and extent of testing (substantive testing vs detailed analytical review).
- Update or review audit programs and work paper to fit with the situations.
- Prepare audit planning and pre-task for each engagement.
- Ensure that sufficient testing is done for the internal controls identified during the planning phase.
- Ensure reliable and sufficient evidence for supporting.
- Ensure that sufficient documentation is complete and filed to understand the business of the Department under review.
- Perform root cause analyze and consider added value recommendation.
- Perform, Review, and sign off the working papers.
- Interact with Company management and key personnel to build / maintain ongoing business relationships by utilizing strong interpersonal and communication skills.
- Prepare and/review write up sheet, draft internal audit report, final report and ensure that issues raised and documented in the working paper file are properly excluded or included in the report.
- Ensure the proper wording of the report to avoid any use of inappropriate language.
- Prepare the rating and prioritization of the points raised
- Attend the closing meeting with the Head of the Department under review to discuss the issues raised and recommendations suggested.
- Conduct follow up assignments / follow up issue status with the Head of the Department under review to ensure proper implementation of the corrective actions agreed in the report.
- Perform related works as assigned by Line Manager.

Job Requirements

- Bachelor's degree in accounting, finance, technology or the equivalent combination of Education, and/or as one or more relevant professional certifications (i.e. CPA, CIA, CISA, CFE) is preferred.
- English proficiency: Fluently both speaking and writing.
- Minimum 3-4 years audit experience is required.
- Leadership skills, work and outcome orientation.
- Polite, friendly, reflective, communicative, reliable, honest and single-minded.

Core Competencies' Requirements:

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| • Customer First | • Innovate | • Develop |
| • Lead with Passion | • Collaborate | • Drive Results |
| | • Think Ahead | |

Why Join Us:

Prince Bank's Staff Benefits		If you meet the above requirements and wish to join our dynamic team; please send your recent CV including expected salary to the email address jobs@princebank.com.kh .
Financial Benefits	Non- Financial Benefits	
Chinese New Year (100%)	Working only from Mon-Fri	For more information: Prince Bank Plc. www.princebank.com.kh 096 533 1111/096 311 7888
Khmer New Year (50%)	Annual leave 18 days per year	
Pchum Ben Festival (50%)	Public holiday follow MOLV	
Annual performance bonus	NSSF	
Staff loan	Accident and Health Insurance	
Birthday allowance	Training opportunities	
Annual salary increment	Promotion opportunities	