

# CAREER OPPORTUNITY

*Unlock Your Potential to Grow with Us!*

**Prince Bank Plc.** is a commercial bank with license N<sup>o</sup> B 46 issued by the National Bank of Cambodia to provide professional banking services to customers in Cambodia.

**Prince Bank Plc.** has a clear vision "**Always to be the financial institution of Choice**". With an ambitious growth plan, **Prince Bank Plc.** is expanding its branch network throughout Cambodia and looking for highly qualified candidates for the following position.

**Position : Assistant Manager, Quality Assurance**

**Location : Head Office**

## Job Responsibilities

- Assist Head of Quality Assurance and Improvement Program (QAIP) to arrange plan and/or strategic plan.
- Support Head of QAIP for Professional peer reviews of a sample of engagements.
- Review structure and documents of working papers and draft reports by Internal Audit management on a risk assessed basis.
- Perform ongoing and periodic assessment as assigned by Head of QAIP.
- Prepare and review all final reports, recommendations and levels of assurance by the Head/Deputy/Manager of Internal Audit and Investigation.
- Prepare summary assurance reports containing findings as well as methodology used and recommendations for improvement; submits assurance reports to the Chief Audit Officer.
- Test critical areas of audit, review of audit documentation, and oversees findings follow up and issue validation.
- Ensure audits are executed and completed in accordance with established standards and within prescribed time, budget, and scope parameters to ensure deadlines are met.
- Develop and maintain a comprehensive program to review audit deliverables against internal and external standards (professional practices) and internal policies and procedures.
- Support Head of QAIP to evaluate conformance with IAD's audit methodology.
- Perform other tasks assigned by Line manager.

## Job Requirements

- Bachelor degree, preferably in related business discipline, at an accredited college or university Professional auditing certification.
- Proficient understanding of the standards of the Institute of Internal Auditors (IIA) and ability to comply with IIA standards or related frameworks/standards such as COSO.
- Good knowledge of banking/financial business operations, risk-based auditing, investigation skill.
- Knowledge of audit quality control, practices, and methodology.
- Proficient with the IIA Standards for internal audit or Generally Accepted Auditing Standards
- Proficient in MS Office (Word, Excel, PowerPoint), Outlook, and preferable to have experience with other software.
- Committed to self-development and good command of English both written and spoken.

## HOW TO APPLY

Please submit your updated Cover Letter and CV to any nearby branches or head office of Prince Bank Plc. or via email:  
[jobs@princebank.com.kh](mailto:jobs@princebank.com.kh)



Prince Bank Plc



Not over 5MB



096 533 1111 / 096 311 7888