

Internal Audit Department

Senior Manager, Governance and Support (Ref. No: IAD-2007)

Job Responsibilities:

- Coordinate the annual audit planning exercise and meetings for Audit Committee, prepare the internal audit papers as well as meeting minutes
- Act as the coordinator for relevant tasks requested by the regulators, the external auditors, the Internal Audit Bureau of Head Office, as well as handling other departmental compliance matters
- Regular review and update internal audit guidelines to ensure the practices are up-to-date and consistent with industry standard
- Perform internal quality assurance reviews to ensure that the guidelines are duly followed by other audit sections
- Monitor and prepare management reports for the implementation progress of audit recommendations
- Promote an appropriate control culture within the Bank and assure that relevant key control measures are undertaken to minimize the risk exposure of the Bank
- Provide guidance and on-the-job training to the team members for maintaining a high performing professional team
- Supervise and enhance the office administration support function to provide an efficient and cost effective administrative support to the department

Job Requirements:

- Bachelor's degree or above in Business Administration, Finance, Accounting or relevant disciplines
- Holder of CPA, CIA, AHKIB or other relevant professional qualifications will be an advantage
- At least 5 years of internal control, risk management or audit experience in financial institutions or public accounting firms, with supervisory experience will be a plus
- Knowledge of Supervisory Policy Manuals and other regulatory requirements related to internal audit function is an advantage
- Good business acumen with knowledge of banking business and operations
- Strong communication, persuasive and interpersonal skills (oral and written)

- Maintain high level of integrity, objectivity, confidentiality and competency
- Good command of written & spoken English and Chinese, including Putonghua
- Candidate with more experience will be considered for senior position

To apply, please submit your resume to hrd@icbcasia.com.

All information provided by applicants will be used only for recruitment purposes and will be used strictly in accordance with the Bank's Privacy Policy Statements and Circulars, which are available on our website.