

Location	Intramuros, Manila
Position	HEAD, INTERNAL AUDITOR
Duties and Responsibilities	<p>1. Coordinates with Independents Surveyors, External Auditors, Legal Advisers, Gov. and other Regulatory Agencies.</p> <p>2. Reviews audit programs and time budgets prepared by subordinates.</p> <p>3. Reviews audit report drafts in connection with a working paper presented to assure full and complete reporting of essential information in a professional manner.</p> <p>4. Conducts audit examination in accordance with department standards; effectively supervising the work of assistants, if any.</p> <p>5. Keeps current as to developments related to matters of interest to the department and evolving audit techniques and practices.</p> <p>6. Assists audit management in contributing to the strength of the internal audit profession through attendance and participation in meetings of appropriate professional groups.</p> <p>7. Assigns out-of-town travel to staff and the conduct of certain audit activities.</p> <p>8. Conducts plant, branch visits, and related audit works from time to time or whenever required and requested.</p> <p>9. Conducts technical audits on commodities from time to time.</p> <p>10. Analyzes plant performance based on data obtained for evidence of deficiencies in controls, fraud or lack of compliance with management’s established policies and procedures and formulates necessary recommendations.</p> <p>11. Conducts plant inventory clean-out whenever requested.</p> <p>12. Conducts periodic physical inventory of commodities, supplies and materials on assigned oil mill or branch.</p> <p>13. Performs other duties as may be assigned by immediate superior from time to time</p>
Education	Must be a Certified Public Accountant (CPA)
Skills Required	With 6-10 years of job-related experience. Strong background and experience with audit methodologies and techniques. Excellent in oral and written communication. Strong time management and organizational skills.
Job Type	Permanent, Regular
Job Level	Middle Management
Rate	Php 80,003.00
Benefits and Allowances	<p>- 13th month and 14th month</p> <p>- RATA</p> <p>- De minimis Benefit</p> <p>- Personnel Economic Relief Allowance</p> <p>- Paid Leaves</p> <p>- Other benefits as provided by law</p>