

Technical Audit Consultant

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| Service: | Service Reform | Grade: | 4B | Salary: | |
| Reporting to: | Head of Technical Audit | Location: | Salford Civic Centre, Chorley Road, Swinton | Hours: | 36 |

About the role

- To contribute to the delivery of the agreed audit plans in Salford and with external clients.
- To assist the Head of Technical Audit in the day-to-day operational management of the team's activities including the recruitment, training and development of team members.
- Perform risk based, strategic and value for money audit assignments to the standards in accordance with the Public Sector Internal Audit Standards, laid down in the audit manual, the Internal Audit Plan and/or as directed by the Head of Technical Audit/Client Technical Audit Manager.
- Manage relationships with key customers and partners, acting as the key contact for delivery of their agreed audit plan.
- Perform peer reviews as necessary with other members of staff
- To assist in investigation into allegations of fraud and irregularity and facilitate in the delivery of the Salford's Counter-Fraud Strategy.
- Prepare and present reports, information and presentations to the Audit Committee, other council committees and attend meetings as required on all matters relevant to internal audit.
- Develop knowledge from internal and external sources and share knowledge/information with the Internal Audit team.
- Marketing the audit function and linking audit services into clients' needs.
- Take the lead in the process of devising and maintaining suitable audit standards, policies, and procedures.
- Take the lead in the development of new methodologies to improve the audit process particularly in relation to efficiency.
- Working in conjunction with the Head of Technical Audit to establish and maintain a risk-based audit plan.
- Respond to queries from customers, other departments, and external bodies promptly and in a professional manner.
- To be responsible for identifying and developing yourself professionally and personally.
- Advise customers and partners on cost effective risk management policies, procedures and controls.

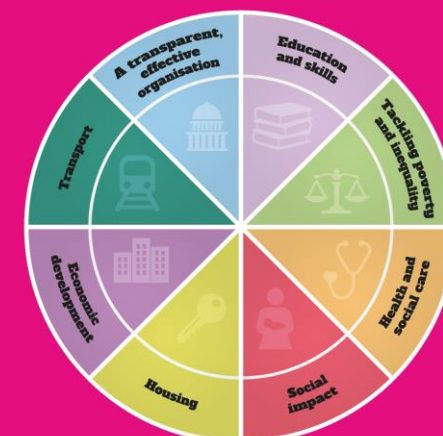
Our priorities

Creating a better and fairer Salford with the Great Eight

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We all have a vital role to play in providing a range of services across Salford. We want to make a real difference to the lives of Salford people. Our vision is to create a better and fairer Salford and provide the best possible quality of life for the people of the city.

yourzone.salford.gov.uk/thegreateight



Key outcomes

- Contribute to the achievement of internal performance targets as outlined in the Internal Audit Quality Assurance & Improvement Programme (QAIP)
- Provide input into the quality assurance and performance appraisal processes.
- Liaise with senior management, officers, the external auditor, customers, partners, trade union representatives, the police, other regulatory bodies, members of the public and other parties as required.
- Represent the Authority whenever necessary.
- Deputise for the Client Technical Audit Manager, whenever necessary.
- Work outside of office hours in urgent cases that require the Auditor's presence and be contacted at home if required.
- Comply with the internal audit manual, which includes the code of conduct, professional audit standards, policies and procedures.
- The Technical Audit Consultant will be required to promote, and comply with: Equality and diversity policy, Health and Safety regulations, Data Protection regulations and all other relevant laws and regulations

What we need from you

- Proven technical skills and ability in the role with a record of accomplishment for delivering outcomes
- Understanding of information/ cyber security frameworks, for example ISO27001, NCSC minimum standards, NIST, Cyber Essentials
- Understanding of IT service management, following standards/frameworks such as ITIL and COBIT
- Professional credibility through proven relevant experience of IT assessments either through audit or compliance
- To model and demonstrate our values and behaviours
- Experience of performing technical audits

- Relevant technological audit qualification, for example QICA, CISA, Lead Auditor or equivalent (e.g. ISO27001 and/or ISO22301)
- Clear understanding the Public Sector Internal Audit Standards (PSIAS) and experience delivering internal audit services against the PSIAS
- Has a broad internal audit experience and understands the use of all the technical specialisms within the internal audit service
- Evidence of delivering audit plans on time and within budget
- Strong IT literacy, including computer assisted audit techniques (CAATS)
- Experience leading on internal investigations
- Strong relationship management with all clients in relation to service delivery, dispute resolution and service continuity
- Proven experience of working effectively with commercial clients
- Evidence of effective performance management
- A current driving licence, valid in the UK

Spirit
of Salford

Application Guidance

We are a values based organisation so reflecting our values or a values based approach in your evidence will support your application.

The 'Key outcomes', 'What we need from you' and 'our leadership behaviours' sections of the Role Profile are there to give you an understanding of what we would like to see reflected in your application. Don't give up if you are not able to reflect all of these in your application.

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Spirit of Salford

Our values

Salford City Council

Our values

Pride

I'm proud of and committed to our city, its people, our work, and I demonstrate the 'Spirit of Salford' in everything I do.

Passion

I am optimistic and ambitious for the city and its people, being creative and positive about change and making the most of opportunities.

People

I respect and care for others, treating everyone fairly, listening and acting on the things people say.

Personal responsibility

I am honest, taking responsibility and ownership for my actions and decisions and using resources that I am trusted with wisely.

intranet.salford.gov.uk/ourvalues

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