

Client Technical Audit Manager

Service:	Service Reform	Grade:	5B	Salary:	
Reporting to:	Head of Technical Audit	Location:	Salford Civic Centre, Chorley Road, Swinton	Hours:	36

About the role

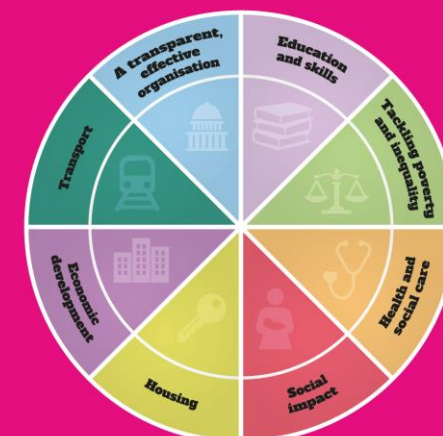
- To contribute to the delivery of the agreed audit plans in Salford and with external clients.
- To assist the Head of Technical Audit in the day-to-day operational management of the team's activities including the recruitment, training and development of team members.
- Perform risk based, strategic 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 directed by the Head of Technical Audit/
- Manage a portfolio of clients, agreeing audit plans and monitoring progress of agreed work to plan
- Attend external client's audit committee's and present findings to members and Executive leaders
- Manage client's budgets and performance of the contact.
- Lead of any dispute resolution and re-negotiation of budgets where applicable
- Act as subject matter expert and present to corporate leadership teams on topical key risk areas as necessary
- Manage and maintain relationships with key customers and partners, acting as the key contact for delivery of their agreed audit plan.
- Act as supervisor to Technical Audit Consultants and other team members both on a peer basis and to junior members of staff on specific audit assignments.
- To assist in investigations 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 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

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).
- Manage the performance of each contract within the assigned portfolio.
- Maintain budgets for each assigned client
- Deputise for other client managers in their absence
- Provide input into the quality assurance and performance appraisal processes.
- Liaise with Directors, 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 Head of Technical Audit, whenever necessary.
- Present at assigned clients audit committees 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 Client Technical Audit Manager 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
- Strong knowledge of information / cyber security frameworks, for example ISO27001, NCSC, NIST, Cyber Essentials
- Proven knowledge of auditing IT service management areas, following frameworks and standards such as ITIL and COBIT
- Proven client management skills, managing external contracts and performance of the contracts budget monitoring.
- Strong presentation skills to all levels of staff up to Executive level
- Demonstrable knowledge of all core IT infrastructure
- Professional credibility through proven relevant experience
- To model and demonstrate our values and behaviours
- Proven Experience of performing technical audits with limited supervision
- Experienced supervisor of technical audit staff
- 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). Proficient in IDEA would be desirable but not essential.
- 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

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

Spirit of Salford