

Senior/ Manager Internal Auditor

Banque Havilland offers traditional Private Banking Services to High Net Worth Individuals and Families across the globe. The Bank is committed to providing clients with a highly personal and professional service in all aspects of its operations. The success of this strategy is ensured through our team of highly dedicated employees who contribute to a strong service and client oriented culture.

The Bank's aim is to enable individuals and families' wealth to safely thrive, to help them fulfil their goals and realise their ambitions for themselves and for the next generations.

We are currently looking for a **Senior/ Manager Internal Auditor** to join our headquarter in Luxembourg.

Key responsibilities

- Taking ownership as the project manager for the overall audit engagement when being assigned 'Auditor In Charge Role'
- Establishing and carrying out, for each audit engagement working programme including a test plan, and audit planning memo
- Organise mandatory meetings as part of the audit process
- Ensuring a solid documentation of test results in line with the Group Audit methodology
- Debriefing on the test results with the persons responsible for the activities audited
- Write high quality audit issues and audit report after each internal audit assignment
- Proactively following up on the findings raised by internal audit and tracking issues in the internal database
- Review of work papers or participation in audit quality reviews as assigned by the Group Chief Internal Auditor.
- Carrying out ancillary audit tasks

You have

- University degree in Finance, Business Administration, Accounting or a comparable area
- Professional experience of at least 5 years in a bank or an accounting firm
- Solid understanding (gained through experience and/or internal audit qualification) of the internal auditor's role and ability to add value to the bank's business
- Very good communication and English report writing skills. Knowledge of Luxembourgish, French or German is considered as an asset

You are

- Confident team player with a pronounced sense of flexibility, adaptability, initiative, accuracy, consistency and respect, and good communication skills, both spoken and written
- Expert user of MS Excel and other Microsoft products (MS Word, MS PowerPoint etc.)
- Willing to travel

We offer

Located in bright and modern offices in Kirchberg-Luxembourg City, Banque Havilland was founded in 2009 and currently employs around 240 employees from all over the world. The Bank has presences in Monaco, Liechtenstein, London, Dubai, and Zurich. We offer a pleasant and collaborative working atmosphere in a truly multicultural environment.

We believe that diversity & inclusion contribute towards increasing the collective performance of the bank. We are committed to creating a culture of inclusion that encourages individual development with equal opportunities for all.

We value empowerment, fairness, integrity and diligence, and your personal development is our priority.

If you are interested in taking this challenging opportunity, please send your application (cover letter, CV, supporting references) to the following e-mail address: **careerbh@banquehavilland.com**.

Only shortlisted candidates will be contacted by our HR team.

The personal information you provide in your job application will be treated confidentially at all times and will be processed in accordance with the applicable data protection law, in particular the General Data Protection Regulation (GDPR).

In compliance with the law of 23rd July 2016, the selected candidate will be requested to provide a criminal record (section 3).