

NRB Bank Limited one of the 4th generation commercial banks in the country aims to be the preferred provider of targeted financial services as a conduit for investment to and from Bangladesh for Bangladeshi communities both domestically and internationally, to accelerate the industrialization of Bangladesh.

We are looking for **Head of Audit, ICCD** to reinforce in achieving bank's aims:

Job Description

- Develop and ensure conducting comprehensive internal audit program for the bank.
- Coordinate the department's activities with all applicable regulatory agencies.
- Assist Audit Committee in fulfillment of its duties and responsibilities.
- Meet with Audit Committee to annually to discuss and approve the department's scope and schedule for the coming year and periodically to review and discuss audit findings and other matters at other such times as necessary.
- Review bank practices and records for compliance with established internal policies and procedures.
- Develop recommendations for improving internal controls, operating efficiency, and the adequacy of bank records and recordkeeping.
- Report audit findings and recommendations to appropriate management based on the results of regularly scheduled audits, non-scheduled audits, and at any time when issues need to be addressed by management.
- Conduct investigations of irregularities discovered by or brought to the auditor's attention.
- Investigate, as requested by senior management or fraud, embezzlements, and defalcations within the bank. Work in cooperation with law enforcement agencies in any such cases as deemed necessary.
- Perform other duties as required, consistent with the goals, objectives, and responsibilities of the internal audit department and with the approval of the Audit Committee.

Educational Requirements

- Masters in any discipline preferably with commerce background with good academic record.
- Candidates having additional qualifications like CA/ ACCA/ CIMA/ CMA/ CISA will be given preference.

Experience Requirements

- Minimum 10 years banking experience out of which 5 years in conducting audit and inspection in any Commercial Bank.

Additional Job Requirements

- Sound knowledge and compliance regarding different types of Circular of Bangladesh Bank and other Regulatory bodies and compliance of the circulars/ instructions accordingly.
- Capable of examination and evaluation of the adequacy and effectiveness of the internal control systems; adherence to legal and regulatory requirements, codes of conduct, the implementation of policies and procedures.
- Good presentation skills and is proficient in writing/compiling quality reports in English
- Possesses fair knowledge of Core Risk Management guidelines, Auditing & Accounting Principles & Standards.
- Must have leadership capability to manage and motivate staff.
- Age within 50 years.

Candidates possessing the requisite skills and qualifications should feel free to apply online through www.bdjobs.com within **March 12, 2018**.

Only shortlisted candidates will be called for interview. NRB Bank reserves the right to accept or reject any application without assigning any reason whatsoever.