

Job Title: Internal Auditor
Company: LIAT (2020) Limited
Location: Antigua and Barbuda

About LIAT2020: LIAT (2020) Limited is an innovative and dynamic start-up airline aiming to disrupt the aviation industry by providing affordable and efficient travel solutions. We are committed to delivering a seamless and exceptional flying experience to our customers while maintaining a sustainable and profitable business model. As we embark on this exciting journey, we are looking for an Internal Auditor to join our team.

Our Company Culture: Recognising that our employees have choices, we place a strong emphasis on creating and maintaining a positive working culture. Our company thrives on a friendly and informal work environment where everyone, regardless of their position, is treated with respect and consideration. As a member of the team driving accountability, you will play a crucial role in fostering this positive and supportive environment.

Position Overview: LIAT (2020) Limited is seeking a qualified Internal Auditor to join our team. The Internal Auditor will ensure that the business processes, internal controls, governance and risk management systems are reviewed, improved and optimized in addition to providing reasonable assurance to the Board and the Company that significant risks in the airline are being appropriately managed; responsible for managing the entire portfolio of audit projects and activities. Responsibilities include planning, executing and reporting financial, operational and compliance related audits/projects, corporate standards and generally accepted accounting principles.

Key Responsibilities:

1. Audit Execution and Project Management

- Manage the portfolio of audit projects.
- Plan, implement, coordinate and execute all assignments, monitor progress and manage budgets and schedules.
- Lead the successful development, management and end-to-end execution of Audit Plans; drive the development of the Annual Audit Plan.
- Leveraging a risk-based approach, determine audit scope and identify risks and implications.
- Prepare, review, finalise and deliver audit reports; communicate audit findings and develop recommendations.
- Track results of prior audits, identify audit themes across the company and facilitate appropriate corrective action.
- Continually strengthen and improve the governance, risk and control environment of LIAT (2020) Limited acting as a key driver of change within Internal Audit and across the organization.

2. People Management and Development

- Establish policies and procedures to guide the audit department and facilitate consistent, high quality outcomes and deliverables.
- Share knowledge and develop capabilities to strengthen understanding of industry, business and regulatory issues and Internal Audit best practices.
- Communicate departmental and organizational objectives.

3. Client Relationship Management

- Serve as primary point of contact for audit business partners and stakeholders; assume overall responsibility for relationship management for specific business areas.
- Work in partnership with business leaders to strengthen governance, risk and control environments by anticipating issues, providing advice and sharing Internal Audit knowledge and best practices.
- Serve as Internal Audit representative for corporate-wide committees and initiatives.

Required Competencies, Qualifications and Experience:

- Bachelor's degree or Equivalent
- Finance, Accounting and/or Business Administration
- CIA, CA, CGA or ACCA
- 7 to 10 years of relevant experience with at least 2 years at the management level.
- Proficient in the use of Microsoft Office and IT applications.
- Analytical and enquiring mind with the ability to interpret key data/facts.
- Excellent oral and written communication skills to produce clear and concise factual findings.
- Excellent interpersonal skills and ability to work effectively with colleagues and senior management.
- Ability to negotiate and influence senior/middle managers to facilitate change and improvement.
- Effective organisational skills and the ability to achieve targets.
- A personal commitment to, and good understanding of, diversity and equity and inclusion in the workplace.

Benefits:

- Competitive salary.
- Comprehensive benefits package.
- Opportunity to shape the future of a disruptive start-up airline.
- Fast-paced, collaborative, and innovative work environment.

This is a description of the job as it is presently constituted. In order to support the company's efforts to attract and retain the ideal incumbent to perform the work, it is normal practice to periodically review job descriptions for current and accurate relevancy, as jobs change over time and job descriptions need to be reflective of these changes. The review process is a collaborative effort involving the position supervisor and the employee performing the job. You are therefore expected to participate fully in such discussions. In all cases, it is LIAT 2020 Ltd.'s aim to reach agreement to reasonable changes, but where it is not possible to reach agreement LIAT 2020 Ltd. reserves the right to make reasonable changes to your job descriptions which are commensurate with the company's objectives and your grade after consultation with you.