



Principal Auditor

Salary: Band: 10, £44,252 - £48,738 per annum

37 hours per week:

Office attendance is required minimum 2-days a week for full time staff, this remains flexible, subject to business needs.

Location: Civic Offices, Portsmouth

Contract type: secondment/fixed term opportunity for up to six months due to funding

The Service

Internal audit fulfils a statutory requirement to advise, alert and assure the Council on the effectiveness of its systems of internal control.

This means focussing on key risks that prevent objectives being achieved, the controls needed to mitigate the risks, and how effectively the controls are working. Audit is independent of all other functions, so it can give an objective and unbiased view. Internal audit's primary purposes are:

- To help managers make the best of their system controls in meeting the Council's objectives
- To promote change and continuous improvement

As a service we take pride in our work by valuing others, focusing on what's important so that we make a real and positive difference.

Portsmouth City Council Internal Audit team also work in partnership with other local Council's and other clients in the Solent area and this role will have the potential to work at these partners.

What is the role?

You will be responsible for strategic audits along more complex areas, while also guiding more junior members of the team who assist you in these assignments. For each area to be reviewed you will identify the scope, risk assess, plan the work, carry out the testing and evaluate controls, reporting on findings. You will liaise with all levels of management including directors as well as Members and external auditors and be able to give sound technical advice when required.

You will be required to work across the Internal Audit Partnerships which includes Southampton, IOW, Gosport and Fareham Councils. Travel will be required to these sites however we do operate a hybrid working model and site visits only occur when necessary.

Who is the person?

You need to be able to evidence the following:

1. Qualified member of a relevant professional body (IIA, ACA, ACCA, CIMA) with post qualification experience in an auditing environment. Part qualified, with a desire to complete, and extensive auditing experience would also be considered.
2. A financial background with a working understanding of risk and controls in a public sector environment and at a senior level.
3. You'll have a good understanding of customers' needs but are still able to challenge and persuade positively and keep your integrity and objectivity.
4. Have excellent communication skills and able to build a rapport as you will be dealing with people at all levels.
5. Be a creative thinker when it comes to reaching agreement on solutions and able to use your own initiative.
6. Be self-managing, able to prioritise and work to deadlines.
7. Have good oral, analytical and report writing skills.
8. Be able to work as part of a team to ensure a smooth delivery of the service and be flexible in being able to adapt to the changing needs of the team.
9. Be open minded, able to keep up to date with new initiatives and have a positive mental attitude.
10. Have good working IT skills especially with Microsoft Word and Excel.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

General Data Protection Regulation (GDPR)

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