



For Further information contact:

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Forensics Senior Auditor Position Description

This position reports to our clients Director of Internal Audit, the Forensic Senior Auditor is responsible for managing investigations of fraud and financial abuse, both civil and criminal in nature, occurring within the company. Additionally, the person is responsible for preparing reports, communicating findings to senior management, human resources and legal, and recommending corrective action relating to internal control failures. The Forensic Senior Auditor will interact with financial and operational management personnel in an effort to communicate investigative findings and to ensure that prompt and appropriate action is taken in response to reports of alleged fraud.

Key Objectives

- Carry out the vision and mission of Forensic Audit to prevent, detect, and investigate issues of fraud and financial abuse within the company
- Identify, and clearly define, forensic issues and root causes, recommend improved internal controls and business processes, and ensure that corrective action plans are developed
- Promote a zero tolerance control environment where fraud or noncompliance is unacceptable and difficult to conceal

Position Responsibilities

The Forensic Senior Auditor will lead internal/external resources in an effort to address allegations of fraud raised within the company. The individual will also help with the development of fraud awareness training and will analyze fraud trends and internal control procedures. The Forensic Senior Auditor will conduct and lead internal investigations of alleged or suspected violations of criminal law and corporate policies, including theft, fraud, embezzlement, FCPA, conflicts of interest, collusion, kickbacks, and records falsification. The Senior will coordinate all efforts and staff forensic/IT/financial auditors during their efforts to resolve allegations of fraud within the company. The Senior must prepare clear, comprehensive and cohesive investigative reports in a timely manner. The role must also review forensic reports for content and apply proper editing to ensure a professional work product.

Specific Responsibilities include:

- Conducting investigations of fraud and abuse.
- Under the guidance of the Director of IA, coordinate and work with finance and IT audit teams on audit planning, execution and reporting for forensic integrated audits.
- Overseeing the investigation planning and forensic audit report writing process for forensic audits and investigations.
- During the investigative process, provide effective recommendations and solutions to identified issues; ensure business agreement, and follow-through.
- Review forensic audit workpapers and reports, along with providing staff and senior auditors with coaching and guidance in their efforts to investigate allegations of fraud.
- Interface with various levels of the organization, including Senior Management.



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- Provide concise and meaningful results to the Director of Internal Audit and Vice President of Audit during forensic investigation engagements.

Requirements:

- Minimum of four years of prior investigative experience relating to the investigation of corporate fraud (Big four strongly preferred).
- Degree in Accounting / MIS (or other closely related major). Advanced degree is highly preferred.
- Possess a high energy level and strong work ethic with a commitment to continuous improvement in a dynamic and changing environment that strives to exceed expectations.
- Public accounting experience dealing with ambiguity and complex transactions
- Must have CPA license with at least one of the additional certifications: CFE/ CFA /CIA/CISSP/CISA or Microsoft technical certs (Must possess technical Accounting skills)
- Strong communication skills (written and verbal)
- Possess the drive to gain quickly good knowledge and understanding of the policies and procedures of the Corporation.
- Strong interpersonal and presentation skills, including managerial courage, dealing with ambiguity.
- Superior problem solving ability
- Strong leadership and analytical skills, and ability to work independently and in a team environment.
- Excellent computer skills (Excel, Word, PowerPoint, ACL, Tableau, IDEA, Microsoft Access...), programming capabilities are preferred.
- Ability to travel 30-40%, both domestically and internationally.