Auditor In-Charge Training (2 Days)

This class is for individuals who are new to leading audit projects. Audit topics and behavioral topics are presented in the class. The class topics include the audit process, enterprise risk assessment, business analysis, risk assessment, fieldwork, reporting and wrap-up, exit meetings, interim performance appraisals, validation (follow-up), and business monitoring.

What you will gain from this seminar:
- Identify the key phases of the audit process and the critical role of the in-charge auditor
- Discover the components of enterprise risk assessment in annual plan creation
- Learn the methodology for performing a business analysis
- Identify the key components of enterprise risk management (ERM), and the risk assessment process used in evaluating risks and controls of a business
- Practice writing an audit program
- Practice identifying proper workpaper documentation including workpaper review
- Identify proper ways to handle staff and business partner behavioral issues including conflict management
- Identify good audit report writing techniques
- Discover the key components to leading a successful exit meeting
- Practice writing behavioral-based performance appraisals
- Identify the key components to follow-up and business monitoring

Who should attend:
- Auditors and compliance specialists with at least one year of experience, or anyone new to leading audit projects.