

Course Overview:

Transitioning from staff auditor to manager of an audit team means learning and mastering an entirely new skill set. Audit managers must not only be efficient auditors, but also effective communicators, teachers, and active listeners. This course focuses on providing new managers with the tools they need to lead effectively in an internal auditing environment.

Course Objective:

- Identify the structure of the internal audit department and the positions that make up a typical audit staff
- Identify the professional Standards that address staffing and managing the internal audit function
- Identify the key information that should be included in an organization's mission statement and audit charter
- Identify factors that impact how internal audit resources are implemented.
- Identify the elements of a typical audit cycle

Course Outline:

- Delegating, more important than ever
- The Internal Audit Department's Structure
- Setting the Tone
- Identify the roles and responsibilities; knowledge, skills, and abilities
- Building Rapport
- Identify ways to establish clear and effective communication and practice building rapport
- Managing the Audit
- Identify key elements of audit workpapers and ways to manage them
- The Reporting Process
- Identify ways internal auditors can provide value-added results to their organization
- Innovative Problem Solving

Who Should Attend:

Internal auditors, Mangments Team ,Supervisors and accountants.

Training Language:

EN / AR

Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation