



Department of the
AUDITOR GENERAL OF PAKISTAN
Constitution Avenue, Islamabad


No. No. 264-HR/UAE/Misc/C/168

Date. October 31, 2017

Circular

Subject: INVITATION OF APPLICATIONS FOR THE POST OF IT APPLICATION & SECURITY SPECIALIST AT SAL UAE

Willingness from PA&AS officers of BS-18 & 19 are invited for the post of 'IT Application & Security Audit Specialist' on secondment basis at Supreme Audit Institution (SAI), United Arab Emirates. The main assignment to be performed and necessary qualifications required as per Job Profile is attached for scrutiny and personal assessment. The officers having a Bachelor Degree or an advanced degree in Computer Science, Electrical Engineering, or Management Information System along with 7-10 years Application Auditing in the area of ERP applications (Oracle, Great Plains) and of complex production environment are encouraged to apply.


Adnan Rafique
Director General (HRM)

Distributions:

1. Controller General of Accounts, Islamabad
2. Military Accountant General, Rawalpindi
3. All Deputy Auditor Generals, Director Generals, F.A.Os
4. SPS to Auditor General of Pakistan, Local
5. AAO (IT) for uploading on the AGP's website.



SAI Job Classification System

Core profile

Title IT Application & Security Audit Specialist

Management level Senior Auditor (Secondment)

Reporting line

Accountable to: IT Audit Manager

Subordinates: Auditors and Associate Auditors

Environment The IS Audit Team (ISA Team) function provides valuable support to the financial audit team. Its main objectives are:

- ◆ Continues compliance with relevant auditing standards and ensure the:
 - The risks posed by IS are properly managed
 - Emerging IS risks are properly understood and responded to
- ◆ Improve the efficiency and effectiveness of SAI financial audit work through coordinated work programmes.
- ◆ Ensure reliability of financial information data from the hosting systems.

Role and responsibilities

- ◆ Participates in audit planning activities to develop audit scopes
- ◆ Design audit programs and test plans to determine the adequacy and effectiveness of internal controls and compliance with the entity policies and procedures
- ◆ Conduct interviews of select personnel and document and assess business processes and information systems to determine the adequacy of the control environment
- ◆ Conduct tests of information technology application and system processes and controls
- ◆ Understand the financial, operational and compliance risks which affect information systems design
- ◆ Identify value-added recommendations
- ◆ Present audit results to IT management
- ◆ Prepare audit reports detailing recommendations
- ◆ Provide training to other members of the team as and when required.
- ◆ Other duties as required

Professional qualifications Bachelor degree or an advanced degree in Computer Science, Electrical Engineering, or Management Information Systems.
7-10 years Application auditing in the area of ERP applications (Oracle, Great Plains) hands-on experience of auditing complex production environment.

Necessary skills and competencies Technical knowledge in the following areas is required:

- ◆ Oracle E-Business Suite (HRMS, FIN PAYROLL)
- ◆ Oracle Hyperion
- ◆ Great Plains

Core profile- IT Application: Audit Specialist



SAI Job Classification System

- ◆ CAATS Analysis using ACL/IDEA
- ◆ Application Security
- ◆ Internet Security
- ◆ Operating System Security (Windows, UNIX)
- ◆ Network technologies (routers, switches, and firewalls)

Leadership

- ◆ Ability to think independently
- ◆ Proactive analysis, problem solving and decision making
- ◆ Behaves in accordance with ethical principles
- ◆ Supports staff development

Job management

- ◆ Defines priorities and meets deadlines to ensure tasks are performed timely
- ◆ Gives clear, direct and understandable instructions to staff
- ◆ Able to resolve conflicts with diplomacy
- ◆ Proactively identifies risks or weaknesses in processes
- ◆ Integrates well with staff in other departments

Communication skills

- ◆ Must be able to communicate effectively in a multi-cultural environment
- ◆ Good written and verbal communication skills in English