

## JOB POSTING

**Job Title:** Audit Manager, Corporate Audit Services

**Department:** Corporate Audit Services

### Summary

The Audit Manager supports the Audit Director in developing and implementing department strategy as it relates to Department goals, objectives, and standards of excellence in audit. This position requires proven experience in financial statement auditing, internal auditing, project management and problem solving utilizing risk-based audit methodologies and the International Standards for the Professional Practice of Internal Auditing. The Audit Manager will report administratively to the Audit Director, and functionally to the CAS Senior Management team for audit projects.

### Primary Functions and Essential Responsibilities

- Lead, supervise and execute financial, operational, and compliance audits, including the evaluation of internal control environments.
- Serve as coach and mentor for staff in every aspect of the audit, including technical accounting matters, audit techniques, and effective utilization of data.
- Ensure work meets professional standards of quality and deadlines are consistently achieved.
- Communicate audit findings to management. Manage follow-up on audit issues and action plans.
- Provide input for Audit Committee and executive management reports.
- Communicate and coordinate with the external auditors to maximize the external auditors' reliance on the work of the department.
- Maintain a thorough understanding of Company goals, strategies, industry metrics and trends, products and services, and business cycles.
- Manage business unit relationships to ensure awareness of changes to business risk profiles, and educate and promote audit client control awareness and accountability.
- Assist in setting the strategic direction for a value focused internal audit department, in areas including audit methodology, continuous auditing opportunities, and data analysis techniques.
- Participate in recruiting and training efforts. Coach and mentor audit team members for performance and development.

### Essential Skills, Abilities, and Attributes

- Bachelor's degree in accounting, finance or business administration.
- CPA required. CIA, CFE, CISA or MBA a plus.
- At least 7-10 years of experience in positions of increasing responsibility for financial and/or operational auditing, and evaluating internal control systems.
- Manager with public accounting assurance (financial statement audit) experience with Big 4 firm required.
- Experience in relevant public companies in the commercial industries preferred.
- Current knowledge of GAAP, auditing standards, fraud risks, and control issues.
- Knowledge of ACL, IDEA, Arbutus, Tableau, Microsoft PowerBI or other data analysis/visualization tools.



- Outstanding interpersonal, oral/written communication and collaboration skills.
- Superior analytical, critical thinking and problem-solving skills.
- Strong organizational and project management skills.

**Travel:** Approximately 10 - 15% travel – both domestic and international business unit locations.

*The above statements are intended to describe the general nature and level of work being performed by an individual assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, functions, and tasks required of an individual assigned to this job.*

## **The Company**

Headquartered in Arlington, Va., Graham Holdings Company is a diversified education and media company whose operations include educational services; television broadcasting; online, print and local TV news; home health and hospice care; manufacturing, digital marketing, restaurants and other emerging operations. Graham Holdings Company delivers quality products and services to today's students, viewers, customers, patients and advertisers. What unites our Company is a commitment to excellence across all of our business lines.

## **Our People and Culture**

We strive to create and maintain an inclusive workforce of talented people reflecting global diversity where all forms of individuality are valued, appreciated and celebrated. This is a core tenet of our Company. While not perfect, we won't stop trying.

Graham Holdings - Diverse Companies - Diverse People - Shared Values

## **Benefits**

A comprehensive benefits package includes three medical plans, two dental plans, vision, pension, 401(k), PTO, flexible schedule/remote work, life insurance, AD&D, short and long-term disability, healthcare spending account, dependent care spending account, health savings account, legal plan, tuition reimbursement, employee discounts & deals and more.

**Send resume, cover letter and salary requirement to: [careers@ghco.com](mailto:careers@ghco.com)**

*All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or protected veteran status, or any other legally protected basis, in accordance with applicable law.*