

Syniverse Technologies, Inc.

Job Description

Title: Information Systems Audit Manager
Reports to: Audit Services

General Summary:

This position is responsible for independently and objectively leading and participating in assessments of information systems (IS) internal controls to ensure reliability and integrity of the IT environment at Syniverse, Inc. These assessments help maintain and improve the efficiency and effectiveness of IT's risk management, internal controls and corporate governance.

Acts as advisor to subordinate(s) to meet schedules and/or resolve technical problems. Develops and administers schedules and performance requirements; may have budget responsibilities. This position works on issues where analysis of situations or data requires an in-depth knowledge of organizational objectives, as well as an understanding of company "politics."

Principal Duties and Responsibilities:

<i>Attempt not to list duties and responsibilities less than 10%</i>	
15%	<ul style="list-style-type: none"> Assist the Director in identifying audit risks and priorities to be included in the Enterprise Risk Assessment and to develop the annual audit plan. Assist the Director in preparation of materials for the Audit Committee meetings.
25%	<ul style="list-style-type: none"> Assign audits to IS audit staff to maximize utilization of resources of the department and to accomplish the annual audit plan. Manage, coordinate, and monitor the progress of IS audit projects, provide IS audit support to financial audits as required, and provide status updates to the Director Audit Services. Ensure that all audit work (planning, risk assessment, systems documentation, audit programs, fieldwork, reporting, review and follow-up) is accomplished in accordance with Audit Services Department standards and Information System Auditing Standards
10%	<ul style="list-style-type: none"> Manage the IS audit staff's professional development. The Audit Manager is responsible for hiring, monitoring, coaching, supervising, evaluating performance, developmental training, recommending promotions, and disciplinary actions.
20%	<ul style="list-style-type: none"> Develop testing programs and perform testing in connection with the evaluation of internal controls over financial reporting based on the requirements of Section 404 of the Sarbanes-Oxley Act of 2002. Support the Corporate Compliance Department by participating in investigations, joint presentations, and other special projects.
10%	<ul style="list-style-type: none"> Perform other duties, which may include performing special projects, participating on task forces, coordinating work with the external auditors and outside consultants, communicating with Company management, assisting in the preparation of the department's annual operating budget, and executing administrative duties assigned by the Director.
10%	<ul style="list-style-type: none"> Ensure that audit procedures and standards included in the Audit Services Policies and Procedures Manual are up-to-date and compliant with IIA and ISACA Standards.
10%	<ul style="list-style-type: none"> Stay abreast of industry, technology and literature changes that may impact the audit scope and/or process.
100 %	Total Time (Must Equal 100%)

Job Requirements:

- Minimum Four-year college degree with a major in Accounting, Information Systems or related subject required.
- CISA, CISSP or other technical certifications are highly desirable.
- 9+ years of IS or Audit related experience, of which 6 years should consist of IS security or IS audit experience.
- Experience with ERP/accounting systems software, preferably SAP.
- Extensive knowledge of computer-assisted audit testing using Excel, ACL, SQL query or VB programming techniques for data analysis.
- Extensive knowledge of current technologies, including:
 - Database management systems (DB2, Oracle, and SQL Server)
 - Telecommunications
 - Personal computers, LAN, and WAN network architectures
 - Operating system security architectures (RACF, Windows, Unix)
 - Directory Services (Microsoft Active Directory)
- Extensive knowledge of IS internal control standards and Information Security best practices (e.g. CobiT, ISO 17799, ITIL) required.
- Able to manage multiple projects of a complex nature in a timely and efficient manner; and produce clear and concise work product with limited number of errors.
- Able to successfully coordinate the entire audit process, present findings, make recommendations for resolution and follow up as needed.
- Able to attract and develop talent.
- Previous experience in supervising or managing employees is highly desirable.
- Strong oral, written, analytical, planning and organization, negotiation, teamwork and leadership skills.

Working Conditions:

- No hazardous conditions
- Occasional overnight, out-of-town travel is required.