Hello & Welcome Back!

Newsletter Snapshot

October Luncheon & Networking—Cyber Security
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Advanced Excel Training
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Duquesne Accounting CPE Conference
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### 2018-2019

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Hello Pittsburgh Chapter Members!

Welcome to the FY 18/19 chapter year – we are off to a wonderful start! I hope you all were able to take advantage of the free 2-hour CPE member webinar in August. We wrapped up last fiscal year with yet another successful Fraud and Corruption Awareness seminar (a sellout crowd with over 400 attendees). A HUGE thank you to the Fraud Seminar Planning Committee (Dawna Fisher, Stefanie Dixon, Laura Barber, Jim Yard and John Elliot) for all the time and effort they put into making the event a success!

Over the summer, your Chapter Officers and Board of Governors have been working hard to prepare for another great year of programs and events. We are kicking off the chapter year with an October luncheon and giving you the opportunity to network with colleagues you may not have seen over the summer months! Make sure to check out the “SAVE THE DATE” page and mark your calendars with all the great upcoming events!

Please remember that our Chapter is successful because of our members. By attending training, networking events, or volunteering on a committee, you make our Chapter a success. We welcome any ideas you may have for future events and ask that you get involved in the Chapter.

I look forward to working with you this upcoming year!

Sincerely,

Jessica Miller
Pittsburgh Chapter President
The Chapter Achievement Program (CAP) was established by IIA Headquarters and requires each IIA Chapter to earn points in the following three areas:

- Service to Members
- Service to the Profession
- Chapter administration

**In order to do this, we need your help!**

Please be sure to track and report the following activity and provide to either to Jessica Miller, President (jlmiller@schneiderdowns.com) or Laura Barber (Laura.Barber@pnc.com):

1. Participation in a Junior Achievement Program
2. Host an Internal Audit event at work (Lunch and Learn)
3. Participate in an unpaid speaking engagement
4. Publish an article in a professional journal (Internal Auditor Magazine or any other professional journal)
5. Participate in an unpaid Quality Review team.
The Pittsburgh Chapter IIA is delighted to welcome Schneider Downs to talk to our members and guests about cybersecurity.

Thinking about how to tackle a review of cybersecurity can be a daunting task. There are multiple frameworks, a thousand acronyms and it’s hard to challenge the IT guys.

Join the Schneider Downs Cybersecurity team as they share their secrets from years of experience performing network penetration tests and other types of cybersecurity exams. We will discuss the most impactful controls that have made the jobs of our ethical hackers much harder in our hands-on experience hacking client systems.

LOCATION: River’s Club, Oxford Center

More Details to come!!
Date: Tuesday, October 23rd

CPE Credits: 4 CPE

Pricing: Member Price $150; Non-Member Price $175

Agenda:
Registration/Breakfast: 7:30 – 8:00 AM
Program Begins: 8:00 AM
Program Ends: 12:00 PM

Location:
RLA Learning and Conference Center
850 Cranberry Woods Drive
Cranberry Township, PA 16066

Registration Link: https://www.etouches.com/excel2018

Event Description:
Many of the advanced tools of Microsoft Excel focus on data analytics - importing data generated by an enterprise resource planning system and searching the data for trends, relationships, and exceptions. The course will also include a variety of tools to increase efficiency and accuracy.

Instructor:
Mark W. Lehman, PhD, CPA, CFE, ACDA is associate professor emeritus in the Adkerson School of Accountancy at Mississippi State University. His courses focus on data analytics using Excel, Access, ACL, and IDEA. Dr. Lehman has published a book and several articles on accounting applications of spreadsheets and databases. He is a regular presenter at accounting information systems and forensic accounting education conferences. Dr. Lehman provides tailored training programs through his firm Lehman Training Solutions.
Duquesne Accounting CPE Conference

Date: Thursday, November 15, 2018

CPE Credits: 8 hours

Pricing: $130

Agenda:
Registration/Breakfast: 7:00 AM
Morning Session: 8:00 AM
Lunch and Keynote Speaker: 12:00 PM
Afternoon Session: 1:30 PM
Adjournment: 4:30 PM

Location:
Duquesne University
Power Center, Forbes Ave

Registration Link: www.duq.edu/cpe

Event Description:
Duquesne University’s Accounting Department is pleased to sponsor the Seventh Annual Accounting CPE Conference. Earn up to 8 hours of CPE credit. All program events will take place in Duquesne University’s Power Center Ballroom.

Topics Include: Accounting and Auditing, Tax and Ethics

Directions and Parking:
Due to the limited space in Forbes Garage at this time, attendees will need to park in nearby facilities. Chatham Garage, which is located a block away from the Power Center, is both conveniently situated to the building and offers a lower rate. Please click here to view additional garages within walking distance of the conference.

Contact:
Robert Kollar, C.P.A.
Assistant Professor of Practice in Accounting
kollar@duq.edu/412.396.4906
The Data Analytics User Group is a group with the Pittsburgh Chapter of the IIA made of audit professionals who are willing to share successes and overcome challenges regarding the use of data analytics in a roundtable format. In order to appeal to the broadest group possible the focus is not on a specific product (e.g. ACL, Idea, and Microsoft Excel). Those that are considering data analytics, as well as, those that are experts are encouraged and welcomed to participate in the interest of furthering data analytics usage within the Pittsburgh Chapter.

The next meeting of the Data Analytics User Group will be Friday, October 5, 2018 1:00 – 3:00pm. Interested parties should RSVP by September 28, 2018 with Travis Hudson at Thudson@federatedinv.com to attend the session. Additional information (i.e. location) will follow after the RSVP.
We have a total of eight ambassadors at the following Universities: Carlow, Clarion, Duquesne, IUP, Pitt, Robert Morris, Slippery Rock and St Vincent. The ambassadors will be organizing events on their campus to build the awareness of internal auditing and the IIA. If you have an interest in volunteering to serve on a panel or a guest speaker, please reach out to the students listed below. You will also see newsletter articles from the students throughout the academic year. There is one article featured in this edition of the newsletter. Finally, they will be promoting the IIA advocacy events which include the Fall case competition, Winter scholarships and Spring presentation contests.

To get to know the ambassadors a little better, we thought you might want to hear a little more about each of them. For this newsletter we are featuring four of the ambassadors, look for the remainder in newsletters forthcoming.

**Meet Leanne Glaub from Carlow.**

Her email is leeglaub@live.carlow.edu

Leanne will graduate with a Forensic Accounting and Business Management degree in May 2019. She is planning for position in public accounting. How she first learned about internal auditing was in her auditing class but her favorite accounting class was Intermediate Accounting! She vacationed at Niagara Falls this summer and enjoys running. She is on the cross country team for Carlow.

**Meet Samantha Schlak from Clarion.**

She can be reached at s.a.schlak@eagle.clarion.edu

Samantha is one fit Accounting student as she enjoys weight lifting, hiking, yoga and self-development books which she reads in coffee shops! She plans to graduate in May 2020 with a degree in Accounting and Personal Finance. She was able to travel to Philadelphia this past summer for training for her internship and also visit North Carolina on a family vacation. She learned about internal auditing when she attended a presentation on campus.

**Meet Kristina Kuba from St Vincent University.**

Her contact information is kristina.kuba@stvincent.edu.

It will be difficult to get all of Kristina’s majors in one line but here it goes, Accounting, Criminology, Law & Society, Forensic Studies – Financial Investigations! She graduates in May 2019 is ready to fight fraud! She plans to study for the CPA exam as she actively looks for placement. A big shout out to Dr. Robert DePasquale, Accounting Professor at St Vincent as he was the person that introduced Kristina to Internal Audit and the IIA. Kristina also indicated that her favorite class was Business Stats!
Maria Corigliano - Duquesne University

This month we are featuring Maria Corigliano. Please see her article below.
Meet Maria Corigliano from Duquesne University.

Her contact information is coriglianom@duq.edu.

Maria is working on a combined accelerated degree of BSBA in Accounting and a Masters in Accounting. She will finish her academic work in December 2019 and would like to do a winter Co-op in internal auditing or forensic accounting. She will enter her Masters program in the Fall of 2019 and graduate in 2020. Of course Maria’s favorite class was auditing. Her other love is for all of her animals. For all of you dog lovers, there is way more than dogs. Maria has 2 horses, 2 cats, 2 dogs and 8 chickens. I am pretty sure all of these pets cannot fit into an apartment!

Why Choose Accounting?

As many students begin the start of their academic year, they are faced with the challenging decision on choosing a major. Students will often face the questions, “What is it about a career in accounting that is so enticing? Why are there so many accounting majors? Is this major for me?” Well, there is no clear-cut answer, however, I would like to share my opinion as well as my personal experience in the accounting profession. For me, accounting is the major that put me on the fast track to kick starting my professional career.

My name is Maria Corigliano. I am a senior accounting major at Duquesne University. I am one of five students participating in Duquesne University’s integrated Macc program. This program puts students on the fast track to earning both their Bachelor of Science in Business Administration degree along with a Masters of Accountancy degree. The program is designed for students to complete two degrees in four and a half years while earning 150 credit hours upon graduation. I chose this accelerated path because I knew I wanted to pursue a career in accounting, as well as earn my Master’s degree. This program will prepare me to become a Certified Public Accountant, CPA as well as further my professional knowledge and education.

Before this past summer I had no experience in accounting. My past jobs all involved either retail experience or miscellaneous office tasks. I had no idea what a career in accounting would be like, and quite frankly, I was intimidated. This past summer I was an audit intern for Baker Tilly Virchow Krause, LLP. My experience was truly fulfilling. I was able to learn more about the audit and assurance practice as well as grow as a developing business professional. My main area of focus was assisting with the year-end audits of Employee Benefit Plans as well as year-end Financial Statement Audits. My experience was a great learning opportunity. As an intern, I was given different roles and responsibilities. I focused the majority of my time performing different testing procedures. For example, I did a lot of Participant Data Testing, Loan Testing, Benefit Payment Testing, etc. I was able to advance my knowledge and understanding of Microsoft Excel because that was the primary software used to complete the different testing areas. I was also expected to complete planning forms prior to fieldwork, audit programs upon completion of different sections, write memos, send bank confirmations, foot and proofread financial statements, etc. Overall, I was exposed to a wide variety of different tasks. Another aspect of my internship that was rewarding was the constant travel I had to do. Most of the clients I was assigned to were either in the Greater Pittsburgh area or just on the outskirts, however, sometimes we were able to work remotely through the office. As an intern, I appreciated the traveling aspect because it provided me with a true taste of what the real audit profession is like – constant travel!

My Baker Tilly internship experience also opened up new connections and communications. I learned that audit is all about working together on a team. Most days will require you to spend hours working alongside your team members. I learned it was important to develop relationships with your team members because they become your mentors. I also learned that it is okay to ask a lot of questions, because that is the only way you will truly learn. Team work is vital in this profession.

My summer 2018 audit internship experience at Baker Tilly Virchow Krause, LLP provided me with the opportunity to develop my knowledge and skills to become a better business professional. The internship exposed me to the audit practice, and provided me with real world experience. Not only did I fully enjoy my time at Baker Tilly Virchow Krause, LLP, I enjoyed learning more about accounting and all that the profession has to offer. I know I chose the right career path for me, and I am both excited and eager to see where the next step in my journey will take me.

Going back to the original question, “Why choose accounting?” my best answer would be because of the different opportunities within the profession. There is room for constant growth and professional development. Accounting is by far a challenging major, that is no secret. However, it is also a rewarding one. I am a proud accounting major, and any chance I get, I advocate to other students to consider a major in accounting. You cannot go wrong.

Looking forward, I would like to pursue an opportunity in forensic accounting for my Spring January-April 2019 co-op experience. I am interested in learning more about the different service lines and practices a career in forensic accounting has to offer. In particular, I am eager to grow as a professional and develop my own knowledge, skills, and abilities pertaining to fraud and forensic investigation. Therefore, I believe that working in an internal audit function would expose me to possible risk assessment and forensic investigation practices.
IIA Learning Webinars

IIA Learning Webinars are short, live, educational presentations covering the latest trending topics in the world of internal auditing. In The IIA’s members-only webinars, you can interact with established leaders about emerging issues, boost your business know-how, and receive complimentary CPE credit. Plus, you can access the extensive library of archived webinars, 24/7 (CPE credits are unavailable with archived presentations).

Five Reasons to Attend a Webinar

IIA webinars provide:

♦ Short, interactive presentations led by professionals.
♦ Keen insights from audit experts.
♦ Immediate awareness of current trends.
♦ Free access for IIA members.
♦ Complimentary CPE credit.

Registration will close 24 hours prior to the beginning of the webinar start time listed.

Upcoming IIA Webinars

September 18, 2018

Members-only Webinar: Impacts of Data Privacy Regulations on Business

October 16, 2018

Members-only Webinar: Attracting and Retaining Top-Talent in Internal Audit

October 31, 2018

Managing EH&S Risk: Leveraging COSO ERM: 2017 and ISO 31000 to Enhance EH&S Management Systems

November 13, 2018

Premium Webinar: Learn From The Leader: Thought Leadership on High-Level Topics

On-demand 24/7 Webinar Playback

One benefit of being an IIA member is having access to our extensive library of archived webinars. See IIA website for details.
The IIA’s CIA Learning System®

Prepare to pass the CIA exam with the experts! The IIA’s CIA Learning System was created by a team of CIA-certified industry experts to be the most relevant, comprehensive, and effective CIA review program available.

This interactive self-study program combines reading materials with online study tools to teach and reinforce the entire global CIA exam syllabus in a flexible, on-demand format. Looking for more structure, guidance and motivation? Facilitator-led courses are also available around the globe in traditional classroom, online and virtual formats.

Prepare to pass the CIA exam and arm yourself with critical tools and knowledge to excel in your internal audit career. Get started today!

3-Part CIA Exam Preparation

The IIA’s CIA Learning System has been updated and enhanced to teach the entire 3-Part CIA exam syllabus. Our study tools are now more customized, convenient and mobile so you can make the most of your valuable study time.

- **New!** Create a customized SmartStudy™ plan based on your areas of strength and weakness.
- **New!** Updated study materials contain 20% new content and teach the entire 2013 3-Part CIA exam syllabus.
- **New!** Travel light and access your reading materials via your e-reader device!
- **New!** Study on the go with interactive online study tools that are optimized for your mobile device.

Order your 3-Part CIA exam materials today!
The IIA offers a wide variety of publications providing up-to-date news and information about various sectors of the internal audit profession. Please take a few minutes to review our free and subscription-based publications.

**IIA SmartBrief**

(Free to the public) *IIA SmartBrief* provides a weekly snapshot of market news and issues affecting internal auditors and their stakeholders from leading global news sources. SmartBrief is a service that curates thousands of news sources and delivers timely articles affecting the profession straight to our members’ email inboxes. Learn more.

**Your Career Compass**

*Your Career Compass* is The IIA’s newest publication to support our members’ internal audit career growth with the latest knowledge, tools, and resources available. Members receive the 44 to 52-page guide four times a year in print with *Ia* magazine, and a monthly eNewsletter with tips and guidance on training, education, and knowledge sharing focused on specific topics and issues. This publication has replaced *IIA Today* and *Your Training Compass Resource Guide*. Learn more.

**IIA Connection**

(IIA members only) *IIA Connection* is The IIA’s monthly member eNewsletter designed to provide relevant and timely information on internal audit news and what’s happening at The IIA in the areas of guidance, research, training, services, events, and certification.

**Tone at the Top**

(Free to the public) *Tone at the Top* provides executive management, boards of directors, and audit committees with concise, leading-edge information on issues such as risk, internal control, governance, ethics, and the changing role of internal auditing; and guidance relative to their roles in, and responsibilities for, the internal audit process. *Tone at the Top* is also available online in Spanish and Turkish, translation courtesy of IIA-Ecuador and IIA-Turkey, respectively.

**CAE Bulletin**

(For Audit Executive Center members only) *CAE Bulletin* is a semi-monthly newsletter published as a membership benefit in the rapidly expanding program for chief audit executives, the Audit Executive Center. This newsletter features the latest in news and guidance designed to help CAEs respond to today’s business challenges and opportunities, with links to resources needed to stay current with the most pressing audit issues.
Certification Corner® is a quarterly enewsletter designed to provide certification candidates and holders the latest developments in The IIA’s certification programs. It also provides helpful information such as reminders about CPE reporting requirements and changes that you are likely to encounter in The IIA’s Certification Candidate Management System (CCMS). Candidates who are enrolled and maintain their certification(s) receive this enewsletter.

(For FSA Group members only) IIA Financial Services SmartBrief replaces FSA Times and provides members of The IIA’s Financial Services Auditor (FSA) Group a monthly snapshot of market news and issues from leading global news sources that affect financial service internal auditors and their stakeholders. SmartBrief is a service that curates thousands of news sources and delivers timely articles affecting financial services. Subscribe today by becoming a member of the FSA Group.

(For Gaming Audit Group members only) IIA Gaming SmartBrief replaces The Gaming Auditorium and provides members of The IIA’s Gaming Audit Group a monthly snapshot of market news and issues from leading global news sources that affect gaming internal auditors and their stakeholders. SmartBrief is a service that curates thousands of news sources and delivers timely articles affecting gaming. Subscribe today by becoming a member of the Gaming Audit Group.

(For ACGA members only) Government Auditor SmartBrief provides a monthly snapshot of market news and issues affecting government auditors and their stakeholders. SmartBrief is a service that curates thousands of news sources and delivers timely articles and news affecting the profession straight to your email inbox. This monthly eNewsletter helps ACGA members stay on top of emerging issues within the public sector by delivering a weekly snapshot of market news and issues affecting government auditors and their stakeholders. There’s no need for members to subscribe or opt-in. ACGA members automatically receive the eNewsletter on the third Tuesday of each month. If you’re not a member, we encourage you to join ACGA today!
EVEN MORE CHAPTER BENEFITS TO TAKE ADVANTAGE OF:

(IPPF)® International Professional Practices Framework

(IPPF)® - 2017 Edition

Refresherd with globally relevant content, The IIA’s new International Professional Practices Framework® (IPPF®), or Red Book, brings internal auditors up to speed on mandatory and recommended guidance.

The International Professional Practices Framework (IPPF)® is the conceptual framework that organizes authoritative guidance promulgated by The Institute of Internal Auditors. A trustworthy, global, guidance-setting body, The IIA provides internal audit professionals worldwide with authoritative guidance. The IPPF includes Mandatory Guidance and Recommended Guidance.

Mandatory Guidance:

- Core Principles for the Professional Practice of Internal Auditing.
- Definition of Internal Auditing.
- Code of Ethics.
- International Standards for the Professional Practice of Internal Auditing (Standards).

Recommended Guidance:

- Implementation Guidance.
- Supplemental Guidance.

The IPPF 2017 edition features the Mission of Internal Audit, Core Principles for the Professional Practice of Internal Auditing, the Definition of Internal Auditing, Code of Ethics, the Standards, and Implementation Guidance in hard copy. All Supplemental Guidance documents are on USB.
Create Your Own Sale


Place Your Order Today.
Visit www.theiia.org/bookstore
Looking for Volunteer Positions?

Looking for a way to get more involved with Pittsburgh IIA Chapter? We are always looking for volunteers to aid in building our wonderful organization. **Taking a leadership role or becoming part of a committee will provide a great opportunity to give back to the Pittsburgh Chapter as well as provide many networking opportunities!** A variety of volunteer roles are available allowing for a range of responsibilities and time commitments providing a perfect opportunity for everyone to get involved!

Please feel free to reach out if you are interested in learning about what positions may be available.

Please contact our Volunteer Coordinator Colin Powell at [cpowell@paf-resources.com](mailto:cpowell@paf-resources.com) for more information on how you can get involved in the Pittsburgh Chapter!
Advertise with us!

The IIA newsletter is distributed to approximately 800 local Internal Audit professionals on a regular basis. Advertising with us is a great way to attract local talent to fill your open positions; and if your company has an audit group membership, employment opportunity ads are FREE OF CHARGE! See below for our advertising policies and rates.

EMPLOYMENT OPPORTUNITIES

Employment advertisements placed by audit group member companies are free of charge.

Employment advertisements placed by non-group member companies:

- ¼ page - $50
- ½ page - $100
- Full page - $200

Employment advertisements for employment agencies, recruiting firms, and professional services providers, including firms placing ads on behalf of member companies:

- ¼ page - $100
- ½ page - $200
- Full page - $400

OTHER ADVERTISEMENTS

Advertising for services or products:

- ¼ page - $100
- ½ page - $200

Attention Members:

Please take a few minutes to review your IIA profile and contact information at www.theiia.org. Maintaining current information in your IIA profile will help to ensure that you will continue to receive valuable information from The IIA.

REMINDER: Members of the IIA Pittsburgh chapter are given access to the membership list. This list is NOT to be used to solicit members. Solicitation of services/products using the chapter membership list may result in the revocation of membership.
Since 1955, millions of investors in the United States and around the globe have relied on Federated Investors, Inc. (NYSE: FII) for world-class investment management. Federated has grown to become one of the nation's largest investment managers with $397.6 billion in assets under management. Federated has honed its disciplined investment process over a half-century to deliver style-consistent investment products, including 123 domestic and international equity, fixed-income and money market funds, as well as a variety of separately managed accounts. Federated’s diversified product line is distributed through more than 8,400 financial intermediaries and institutions who assist investors in meeting their unique objectives. For additional information about Federated Investors visit FederatedInvestors.com.

CAREER OPPORTUNITY #: 7513

POSITION TITLE: SENIOR INFORMATION TECHNOLOGY (IT) AUDITOR

DEPARTMENT: INTERNAL AUDIT

POSITION SPECIFICATIONS:
• Bachelor degree required; Computer Science or Information Systems degree preferred.
• CISA or Security Certification preferred
• Three to five years of auditing IT systems or equivalent experience required
• Knowledge of principles/techniques of IT auditing, internal controls, and regulatory compliance required
• Knowledge of networking, operating systems, PCs, system development, client/server architecture and databases required.
• Practical knowledge of IT processes (e.g. SDLC, Change Management, Product Lifecycle, Incident Management, real-time security monitoring, Agile) preferred.
• Knowledge of ITIL, COBIT, CIS, COSO and/or NIST frameworks required; proficiency within the frameworks desired
• Proficiency with Microsoft Office products required
• Knowledge of current technical developments and other matters pertinent to IT auditing and the audit profession required;
previous work experience in the financial services industry preferred

MAJOR DUTIES:
• Perform all phases of an audit, which includes audit planning and research, identifying risks and controls, evaluating control designs, developing control test plans, testing control effectiveness, and writing audit findings and reports.
• Perform testing of IT general controls as they related to Sox 404 and IT operations
• Evaluate the significance of audit findings, and review findings, recommendations, and corrective action with Internal Audit management and audit client.
• Monitor corrective actions for adequacy and effectiveness.
• Provide technical assistance and data expertise to department personnel; automate departmental activities where possible
• Participate in the completion and documentation of special reviews requested by management, the Board of Directors, or the Audit Committee.

Research and gain the ability to speak to current trends and significant topics in information processing, IT security, IT Audit, etc.

HOURS/LOCATION:
• 8:30 a.m. - 5:00 p.m. (Overtime as required)
• Warrendale office
Willingness to travel up to 10% of the time

EXPLANATORY COMMENTS:
• Demonstrated effective decision making, problem solving and analytical skills with particular attention given to detail and accuracy.
• Demonstrated ability to present complex and/or technical audit issues to department managers and key management personnel.
• Demonstrated ability to effectively perform and manage multiple assignments simultaneously within budgeted timeframes.
Requires a flexible, cooperative attitude and effective interpersonal and communication (oral and written) skills.
Federated Investors, Inc. offers a competitive salary and benefits package along with a professional environment.

For consideration, go to https://careers.federatedinvestors.com/psp/PSEXT/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_JBPST&Action=U&FOCUS=Applicant&SiteId=11&JobOpeningId=7513&PostingSeq=1
Only those candidates in whom we have an interest will be contacted. EOE
Staff Auditor

Creating Long-Term Value Thru Relentless Innovation® ATI is a global manufacturer of technically advanced specialty materials and complex components. Our products support diverse markets and industries such as aerospace and defense, oil & gas, electrical energy, medical, automotive, and other industrial markets. ATI Corporate is seeking a staff level auditor (Process Specialist, Internal Audit) to join our high performing team. If you are looking for an opportunity to support a growing, world-class manufacturing company with multiple manufacturing operations, then this position is for you!

This role provides a unique opportunity to learn various ATI businesses and will require approximately 25% travel. A goal of our internal audit group is to offer a rewarding opportunity to learn our business and provide our auditors with the knowledge and expertise to develop and seek out growth opportunity in higher level roles, either within the internal audit department or another company position. The successful candidate is a self-starter, eager to learn, and interested in identifying opportunities and generating ideas to enhance the effectiveness and efficiency of the audit team.

Primary Responsibilities
The Process Specialist, Internal Audit is integral in auditing the Company’s financial records, internal controls, compliance with regulations and Company policies, and third-party service providers. Play a key role in the execution of the annual audit plan, including Sarbanes-Oxley 404 management testing.

- Execute audit programs by performing audit tests through a combination of inquiry, observation, inspection and re-performance to achieve objectives for financial, operational, compliance, and special projects.
- Document understanding of processes through narratives, flow-charts and transactional walk through support.
- Communicate and coordinate testing procedures with external auditors.
- Prepare high quality audit work papers that are organized and well documented in accordance with departmental policy.
- Effectively communicate findings identified as a result of audit procedures to internal audit team, as well as finance and operations management.
- Prepare draft audit reports. Identify recommendations and process improvement opportunities.
- Ensure accounting transactions and balances are recorded in accordance with US generally accepted accounting principles and company policy.
- Enhance accounting and auditing knowledge base by staying current with manufacturing industry activity and accounting/auditing pronouncements.
- Ensure compliance, quality, and operational processes are functioning efficiently, effectively and in accordance with company policy.
- Perform special projects as assigned.

Required Qualifications
- BA/BS degree in Accounting with a minimum G.P.A. of 3.5 is required.
- At least one (1) year of public or private financial reporting and internal controls audit experience or Master’s Degree in Accounting.

Preferred Qualifications (In addition to Required Qualifications)
- Professional certification (CPA, CIA) or working towards such designation encouraged.

Knowledge, Skills and Abilities
- Basic knowledge of Sarbanes-Oxley requirements and US generally accepted accounting principles and auditing standards.
- Strong interpersonal, communication, organization, analytical, and leadership skills. Must be able to communicate with all areas and levels within the company.
- Ability to work well both independently and in a cohesive team environment.
- Working knowledge or Microsoft Excel, Word, and PowerPoint.
- Working knowledge of ACL (Audit Command Language) or other data analytic software.
- Must be willing to travel both domestically and internationally (approximately 25%).
- Basic Qualifications (required)
- BA/BS degree in Accounting with a minimum G.P.A. of 3.0 is required.
- At least one (1) year of public or private financial reporting and internal controls audit experience
- Valid driver’s license with a clean record.

Preferred Qualifications (In addition to Basic Qualifications)
- Certified Public Accountant professional designation or working towards such designation preferred.
- Knowledge, Skills and Abilities
- Ability to maintain confidentiality.
- Knowledgeable of auditing standards and procedures and U.S. GAAP.
- Good analytical and organizational skills.
- Professional written, oral communication and interpersonal skills.
- Ability to work effectively and cohesively in a team environment.
- Computer proficiency with software packages: Microsoft Office software suite, Excel, Word and Powerpoint.
- Proficiency with ACL (Audit Command Language) or another data analytics software is a plus, but not a requirement.
- Ability to travel to domestic and foreign locations up to 25% of the time.
Description
The Internal Auditor/Senior Internal Auditor/Internal Audit Manager/Sr. Internal Audit Manager will join the internal audit team and assist management to meet the strategic objectives of EQT’s internal audit function. The incumbent will have an opportunity to support all aspects of internal audit, including execution of the annual internal audit plan, coordination of SOX testing, preparation of presentations to senior management and the Audit Committee of the Board of Directors, and participation in internal audit special projects. EQT’s Internal Audit team is small and therefore, auditors have an opportunity to be exposed to many aspects of the auditing function.

The execution of the internal audit plan includes the following:
- Conduct internal audits.
- Manage audits conducted by third parties.
- Analyze data to identify trends and potential audit areas.
- Prepare workpapers summarizing audit work performed.
- Communicate issues identified and recommend corrective action. Draft audit reports.

The coordination of SOX testing includes the following:
- Coordination of quarterly SOX assessments and process flowcharts.
- Development and execution of annual SOX testing plan.
- Maintenance of internal control matrix.
- Remediation of any internal control deficiencies.
- Communication with external auditors.

The preparation for presentations to senior management and the Audit Committee includes the following:
- Work with Internal Audit management to create presentations for senior management and the Audit Committee of the Board of Directors.
- Review and compile audit related information from other meeting presenters as needed.

Other responsibilities will include the following:
- Assist with the investigation of compliance related matters and work with the Internal Audit management, human resources, enterprise risk, legal or others as necessary, to resolve the issues.
- Other special projects, as needed.

Required Skills:
- Proficient in Microsoft Word, Excel and Power Point.
- Ability to analyze data/audit evidence where the objective is to identify issues and implement controls where appropriate.
- Adept at managing multiple projects with competing deadlines.
- Strong interpersonal skills in order to coordinate with operations of the various business units to complete field audits on a routine basis.
- Self-starter who works well independently and with cross-functional teams.
- Ability to multi-task and participate in concurrent engagement and/or projects.
- Excellent written and verbal communication skills. This role will work closely with members of internal audit, compliance, internal clients and other relevant internal and external parties.

Preferred Skills:
- Experience conducting internal audits and inquiries, including some experience completing data analysis on a routine basis to identify additional audit areas.
- Ability to make recommendations on topics to audit based on results of other internal audit efforts and data analysis performed.
- Experience with SOX/internal controls testing in a corporate environment.
- Experience with Visio, TeamMate, JD Edwards, Unicom Finance, Ariba.

Required experience:
- Bachelor’s degree in Accounting, Finance or related field.
- At least two years of applicable experience in public accounting or internal audit is required for the Internal Auditor; 4 years of applicable experience is required for the Senior Internal Auditor; 6 years of applicable experience is required for the Internal Audit Manager and 8 years of experience is required for the Sr. Internal Audit Manager.
- Certified Public Accountant or Certified Internal Auditor strongly preferred.
- Energy experience preferred, but not required.
Description
The Sr. Internal Auditor / Internal Audit Specialist / Sr. Internal Audit Specialist – Data Analytics will join the internal audit team and assist management to meet the strategic objectives of EQT’s internal audit function. The incumbent’s primary responsibility will be the execution of EQT’s data analytics strategy with secondary responsibilities related to execution of the annual internal audit plan, and participation in various internal audit special projects. EQT’s Internal Audit team is small and therefore, auditors have an opportunity to be exposed to many aspects of the auditing function.

The development, execution, and enhancement of the data analytics strategy includes the following:

- Collaborate with the audit team and key stakeholders to identify data analytics opportunities.
- Design, develop, and deliver data analytics results in support of the department’s annual audit plan, continuous monitoring activities, and special projects/investigations.
- Identify opportunities to streamline and standardize data analytics procedures and implement accordingly.
- Summarize analytics results and prepare presentations to communicate results to key stakeholders as needed.

The execution of the internal audit plan includes the following:

- Conduct internal audits.
- Manage audits conducted by third parties.
- Develop an understanding of and gain access to data sources relevant to assigned audit projects.
- Ensure audit team has sufficient knowledge of analytics test scope, approach, and results.
- Provide guidance to audit team on investigation and documentation of anomalies.
- Prepare workpapers summarizing audit work performed.
- Communicate issues identified and recommend corrective action. Draft audit reports.

Other responsibilities will include the following:

- Assist with the investigation of compliance related matters and work with the Internal Audit management, human resources, enterprise risk, legal or others as necessary, to resolve the issues.
- Other special projects, as needed.

Required Skills:

- Proficient in Microsoft Word, Excel and Power Point.
- Proven ability to manage and conduct data analytics projects.
- Adept at managing multiple projects with competing deadlines.
- Strong interpersonal skills to coordinate with operations of the various business units to complete audits on a routine basis.
- Self-starter who works well independently and with cross-functional teams.
- Ability to multi-task and participate in concurrent engagement and/or projects.
- Excellent written and verbal communication skills. This role will work closely with members of internal audit, compliance, internal clients and other relevant internal and external parties.
- Ability to communicate technical material in a non-technical manner.

Preferred Skills:

- Experience conducting internal audits and inquiries.
- Ability to make recommendations on topics to audit based on results of other internal audit efforts and data analysis performed.
- Experience with SOX/internal controls testing in a corporate environment. Experience with Visio, TeamMate, JD Edwards, Unicom Finance, Ariba.

Required experience:

- Bachelor’s degree in Information Technology, Statistics, Business, Accounting, Finance or related field.
- 3+ years of Internal/External Audit experience with a minimum of 2+ years directly related to developing and executing data analytics routines.
- Experience with Audit Command Language (ACL), Spotfire, or other data analytics tools.
- Certified Public Accountant (CPA), Certified Internal Auditor (CIA), or Certified Information Systems Auditor (CISA) strongly preferred.
- Energy experience preferred, but not required.
Pittsburgh Chapter Committees

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