

## Job Description

### Purpose:

To manage the internal audit engagements related to Operations by implementing audit programmes in line with the internal audit standards to evaluate the adequacy and the effectiveness of the system of internal controls, risk management and governance process relating to Operational departments of the Company.

### Key responsibilities will include;

- Assist the Senior Manager in preparing the Annual Engagement Plan through the systematic identification and risk-based assessment of the auditable units of areas assigned under Operations.
- Plan, direct, and execute internal audit engagements by evaluating the processes of auditable units to ensure audit objectives are achieved effectively and within established timelines. Review engagement reports and draft observations to ensure that information is sufficient, competent, relevant and useful and provides a reasonable assurance for the engagement findings.
- Maintain good interpersonal relationships with the management. Communicate audit observations, findings, recommendations and agree on action items to improve the system of internal controls, risk management and Governance.
- Follow up on action items to ensure their timely implementation by the responsible managers by validating each action has been properly completed. Provide regular updates to Group Assurance & Advisory Services management, highlighting progress and outstanding issues.
- Assist Senior Manager Group Assurance & Advisory Services in the preparation, review, and submission of Audit Committee papers, ensuring that all supporting documentation are accurate and complete.
- Undertake and perform special assignments and/or reviews as required and directed by the Senior Manager Group Assurance & Advisory Services.
- Ensure representation as an independent member on relevant committees, and ensure compliance with established internal control guidelines and provide objective guidance wherever applicable.
- Review applicable manuals, SOPs, and procedures, and evaluate whether existing processes, policies, and guidelines are adequate and effective in the areas being audited. Identify gaps or risks and provide guidance to help management strengthen internal controls.
- Direct / monitor and provide guidance and expertise to staff in carrying out Engagements.

### Requirements

- Associate Member of Chartered Accountants of Sri Lanka or equivalent professional qualification with 3 years work experience at Executive level in audit and/or assurance services.

Or

- Bachelors Degree in Finance/ Commerce/ Engineering/ Mathematics/ Science/ Statistics/ Information Technology(IT)/ Information Systems(IS) streams with 3 years Executive level work experience in audit and/or assurance services.

Age to be not more than 40 years as at 19th June 2026 which is the closing date.

Be a Sri Lankan Citizen.

Influencing will be a reflection of unsuitability.

We are an equal opportunity Organization.

Please note that we will correspond with you within a month of closing the advertisement in the event your application is shortlisted for consideration.

## Job Information

Division Name  
Corporate Offices

Date Opened  
09/06/2026

Application Closing Date  
19/06/2026

Job Type  
Full time

Industry  
Airline - Aviation

City  
Katunayake

Province  
Western

Country  
Sri Lanka

Postal Code  
11450