



**Senior Analyst, Internal Audit**  
Vancouver, BC | Calgary, AB | Toronto, ON

QuadReal is seeking a **Senior Analyst, Internal Audit** reporting to the Internal Audit Director. As an integral member of the risk, compliance and internal audit functions, the successful applicant will be responsible for overseeing, driving and executing high-impact internal audit projects, internal control assignments, and other risk assurance projects. We are looking for a candidate with strong business acumen, demonstrated attention to details, excellent stakeholder management, with the ability to multitask and prioritize responsibilities to meet strict deadlines. The Internal Audit and Risk teams are responsible for delivering accurate, timely and useful insights and recommendations to improve QuadReal's governance, risk management, and control.

**Responsibilities**

Internal Audit:

- Lead and manage the execution of financial, operational or compliance audits of the Company's businesses, including planning, performing business and operational risk assessment, designing testing procedures, deciding sampling methodology, conducting onsite interviews with process owners, and holding closing meetings with management.
- Articulate and present findings and recommendations for improvements to auditees and management, both verbally and in writing.
- Advance internal audit methodology, including applying data analytics, identifying key risk indicators for continuous auditing/monitoring and developing dashboard reporting for high volume transactions.
- Engage in continuous improvement and efficiency projects relating to internal control and risk management with focus on enhancing the assurance level.
- Assist in prepare the annual internal audit plan and compile the quarterly Audit Committee reports.
- Stay informed on current, emerging & potential risks, trends & opportunities affecting our company and actively share with the team to strengthen team's knowledge foundation.

Other responsibilities:

As a member of the integrated risk, compliance and internal audit function, the Senior Analyst, Internal Audit, may also be involved in some of the following projects:

- Develop or enhance privacy and AML compliance program and procedures manual
- Document operational or process-level risks of key business processes and map with the relevant controls

**Experience**

- 5+ years of in risk consulting, business audit, risk management or finance experience, or other professional discipline (Big 4 firms experience is an asset)
- Prior experience with Workiva is an asset
- Familiar with data analytic tools (e.g., Power BI, Tableau, Qlik, Python, ACL, IDEA)
- Experience in auditing special themes such as privacy, AML and other compliance related audits is preferred
- Prior experience in the real estate industry is an asset



### **Education and Qualifications**

- Professional auditing and/or accounting designations (e.g., CPA/CIA/CFE/CISA) preferred
- A bachelor's degree in business or a related discipline /or Master of Business Administration

### **Knowledge and Skills**

- Strong business acumen, with an ability to connect the dots between the business strategy, risks, and control environment, with expertise in risk, control and governance frameworks
- Excellent verbal and written communication skills, and a demonstrated ability to effectively communicate with stakeholders
- Excellent leadership in leading by example to maintain accountability for quality of work and provide regular coaching for junior team members
- Collaborative, proactive, detail-oriented and hard-working team player
- Strong project management skills and ability to manage and prioritise multiple assignments
- Proven problem solver with consulting mindset and change management skill

### **Apply through:**

- [Vancouver, BC](#)
- [Calgary, AB](#)
- [Toronto, ON](#)