

## **Internal Auditor – Job Description**

### **Role description**

The Internal Auditor will join NOA's Internal Audit team to deliver independent assessments of clients' internal controls, risk management processes and financial reporting systems. Working alongside senior colleagues, you will help clients strengthen their operations, comply with regulations and make better business decisions.

### **Responsibilities**

- Plan and execute Internal Audit assignments from scoping to reporting, conducting detailed process walk-throughs and testing controls.
- Prepare clear audit reports that summarize findings, identify control gaps and recommend corrective actions.
- Review financial documents and data for accuracy and compliance with relevant regulations.
- Assist in developing audit programs and schedules, coordinate kickoff meetings and support the wrap-up of audit files.
- Collaborate with clients' teams to ensure timely information flow and help implement recommendations.
- Remain up-to-date with auditing standards and regulatory changes.

### **Qualifications**

- Bachelor's degree in accounting, finance or related field.
- 3–5 years of Internal Audit or financial analysis experience, with exposure to internal control implementation.
- Strong analytical and problem-solving abilities; attention to detail.
- Knowledge of Internal Audit standards and relevant regulations.
- Certification such as CPA, CIA or ACCA is a plus.
- Advanced English communication skills.
- Proficiency across Microsoft Office, especially Excel.

### **What's in it for you**

- Meal vouchers for everyday convenience.
- Private medical subscription to leading private clinics.
- Career path tied to KPIs: clear milestones for progression and continuous learning.
- Hybrid working model: combine on-site collaboration with remote flexibility.
- Work with international and local clients from diverse sectors, gaining cross-industry exposure.
- A supportive environment that values independence, innovation and human-centric values.

## **About NOA**

NOA is a Bucharest-based professional services firm specializing in internal and financial audit, tax and financial consultancy, business advisory and M&A advisory. Serving more than 100 international and local clients across sectors such as technology, infrastructure, FMCG and retail, our specialists combine deep expertise with agile processes to deliver timely and well-informed business advice.

NOA operates without traditional hierarchies or bureaucracy. Instead, we embrace independence, innovation and human-centric values, empowering our people to take ownership and make a real impact. By partnering closely with ambitious leaders, we help them navigate today's volatile economic landscape with confidence.



### **Interested in joining us?**

Send your CV to [office@noagroup.ro](mailto:office@noagroup.ro) with the subject line: **Application for [role\_title]**.

To help us better understand your profile, please include brief answers to the following questions in your email:

1. How many years of relevant experience do you have?
2. How would you rate your Excel proficiency?  
1 – Basic | 2 – Beginner-intermediate | 3 – Intermediate | 4 – Advanced | 5 – Expert
3. Are you currently based in Romania?

*Please note that only candidates selected for the next stage will be contacted.*