



Vacancy Announcement



Exciting Career Opportunity

Foreign Trade Bank of Cambodia (FTB) is the first commercial bank in Cambodia, a truly local bank trusted since 1979. FTB has been providing customers with safe and reliable banking services. With the vision to be the preferred commercial bank in Cambodia, we continue supporting customer to grow and prosper while offering stable and long term career opportunities for all staff. As we are expanding the operation and building a high performing team to support our long-term sustainable growth, we are looking for highly motivated and qualified candidates to join with our “Employer of Choice Bank”

Operational Audit Officer (01 Positions based in Head Office)

The role of Officer, Operational Audit Unit is to carry out operational audit engagements in accordance with the annual audit plan, conduct operational audit fieldwork, draft audit findings and recommendations to improve bank’s operation in accordance with policies, procedures, and regulations.

Main Duties

- Conduct a thorough and objective examination of bank’s business operation;
- Identify risks related to bank’s business operation;
- Evaluate the effectiveness of internal controls related to operational activities, and identify gaps, inefficiencies, and potential risks in operational workflows;
- Design audit testing approach including sample selection, walkthrough and reviewing documents;
- Prepare audit program and audit working paper for audit testing and documentation;
- Conclude audit findings with evidence-based and in line with bank’s policies and procedures, law and regulation;
- Draft audit findings, observations, implications, and recommendations to Senior/Manager/Senior Manager, Operational Audit Unit in a timely manner;
- Update audit comment tracker (ACT) timely and submit to Senior Officer, Operational Audit Unit for review;
- Conduct follow up audit findings to determine the adequacy, effectiveness, and timeliness of actions taken by management;
- Propose updated audit program and audit working paper to Senior Officer, Operational Audit Unit;
- Prepare filing archival both soft and hard copied to Senior Officer, Operational Audit Unit review;
- Build and maintain good relationship with auditee, management, and Internal Audit teams;
- Seek relevant training for self-development;
- Participate continuous improvement in the Internal Audit policy & procedure, activities and processes, and report to ensure work effectiveness;
- Other tasks assigned by Senior/Manager/Senior Manager, Operational Audit Unit/Head of Internal Audit Department.

Skills/ Experiences

- Bachelor Degree in Accounting and Finance/CAT, or other related fields.
- At 1 year in external or internal audits, or experience working in the banking industry.
- Understanding of Accounting and Operational Process;
- Understanding of Operational Audit Process, Operational Audit Program, Operational Audit Testing and Result;
- Strong analytical and problem-solving skills;
- Good communication skills in spoken and written English.

How to Apply:

Interested applicants, please send by email attached with a cover letter and your most updated CV (with current photo) to: hr@ftb.com.kh or submit the hard copy at Our Head Office, Building No. 33 C-D, Tchecoslovaquie Blvd(169), Sangkat Veal Vong, Khan 7Makara Phnom Penh. Only short-listed candidates will be contacted for interview.

More information, please kindly contact phone number: 081 666 597/081 444 179



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www.ftb.com.kh

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