President’s Message

Greetings! I would like to express my most sincere thanks and appreciation to you and your family during this Thanksgiving season. Many have been so gracious to sacrifice their time, energy and resources to serve our local chapter. We could not do what we do if it were not for our current board members and committees. Thank you, Thank you, THANK YOU for making 2017 an outstanding year! As we reflect on the past season, I am excited and convinced that our chapter will be of great value and resource to those entering and presently working in Internal Auditing. If you are interested in making a difference in our community, expanding your leadership skills and broadening your social circle, we are looking for volunteers like you! Please email me at kim.rubin@libtax.com!

We hope that you can join us for this month’s Joint Chapter Event on November 21st with the ACFE! This is a great way to earn 8 CPE’s and network with fellow professionals. We have several events planned over the winter months and hope you can attend. I look forward to seeing you there!

All the best!

Kim
IIA Joint Meeting with Hampton Roads Chapter ACFE

Event Type: Chapter Event
Start Date/Time: 11/21/2017 8:30 AM
End Date/Time: 11/21/2017 4:40 PM
Location: Delta Hotels by Marriott
725 Woodlake Drive
Chesapeake, VA 23320
757.523.1500

RSVP deadline: Friday, 11/17/2017
Cost: Members: $100; Non-members: $175
Dress: Business casual
CPE: 8 hours
Menu: Breakfast, Beverage Breaks, Catered Buffet Lunch

REGISTRATION LINK: http://www.eiseverywhere.com/nfw17

Join us for a joint meeting with the ACFE. This workshop features Dr. Tom Buckhoff, who will demonstrate why internal controls fail, discuss major fraud schemes he came across when performing an examination of a church, as well as clean-up efforts after the fraud was identified.

Questions? Contact: Douglas E. Ziegenfuss, 757-683-3514, dziegenf@odu.edu
CAE Director Roundtable

Event Type: Chapter Event
Start Date/Time: 12/14/2017 8:30 AM
End Date/Time: 12/14/2017 12:30 PM
Location: Virginia Beach Department of Economic Development Conference Room
4525 Main St #700
Virginia Beach, VA 23462
757.385.6464

Registration Deadline: TBD
Dress Code: Business Casual
CPE: 4 hours
Cost: Non-members $25

REGISTRATION LINK: http://www.eiseverywhere.com/caeroundtable

Join your distinguished peers for a lively discussion of hot auditing topics impacting CAEs and Audit Directors and earn 4 hours of CPE. This event is open to all Chief Audit Executives (CAE) and Audit Directors.

Lunch will be held immediately following the audit roundtable.

There is no cost for this event for Members. The roundtable and lunch is provided courtesy of the IIA Tidewater Chapter. Seating is very limited and thus you must register for this event. Once our capacity has been reached the event will be closed for registration.
Bill Robins will present the material for the IIA Tidewater Chapter Annual Tax Update.

About the speaker: Bill Robins, CPA, CFP, operates a private accounting practice located in the City of Chesapeake providing tax preparation services for individuals and businesses, bookkeeping and financial statement preparation services, and financial planning services. He retired from the City of Chesapeake after spending 9 years as Fiscal Administrator for the Department of Parks and Recreation and 11 years as an Senior Auditor for the Audit Services Department. Bill graduated from the College of William and Mary with a BBA in Accounting and received his MBA from Old Dominion University. He is a member of the American Institute of Certified Public Accountants and in 2014 was awarded Life Status Membership Status by the Virginia Society of CPAs. Bill has been married for 45 years to his high school sweetheart, Karen, who teaches second grade. They have 10 children and 12 grandchildren.
Financial Controls Auditor-

Ferguson Enterprises, Inc., Newport News

Overall Job Objective:

- Provide an independent and objective assurance and advisory service to senior management and the Audit Committee
- Perform high quality audits covering financial controls compliance
- Work on special projects as required
- Appraise the effectiveness of control procedures, systems and processes
- Develop a good understanding of the Group’s activities and finance functions
- Development potential within or outside Internal Audit

Responsibilities:

- Work under direction of Internal Audit Manager or Senior Internal Auditor as required; develop into team lead on smaller audits
- Liaise with a range of stakeholders to develop relationships and facilitate the achievement of objectives
- Understand business requirements and interpret policies and procedures
- Evaluate the control environment and enable the preparation of test plans to measure compliance with the established control framework
- Apply professional auditing principles and standards to test and evaluate complex records and operational systems
- Produce high quality working papers to document the tests performed, results and conclusions
- Review working papers and assist with the coaching of team members when required
- Develop value-add and commercially pragmatic recommendations to improve operations and increase compliance with financial controls requirements
o Prepare good quality draft and final reports for submission to the Audit Manager for review
o Provide support and oversight of the Financial Controls Audit program in non-US entities to include review of test work, quality assurance reviews, and preparation of audit reports for review
o Present the results of work to management and persuade them of the benefits of the audit recommendations
o Follow up to ensure corrective actions are achieved within agreed timescales
o Develop skills in IT auditing and data analysis using ACL
o Perform other duties as assigned

Qualifications:

o Bachelor’s degree in Accounting or related field
o CPA and/or CIA certification preferred
o Good knowledge of professional audit working practices, ideally gained through experience with one of the ‘Big 4’ accounting firms
o Knowledge of or experience with internal controls or SOX related matters including system/process documentation techniques preferred
o Experience working with remote teams across multiple time zones
o IT literate (including Word, Excel, PowerPoint, Visio)
o Minimum of 3 years’ business experience either in audit or finance
o IT auditing and data analysis experience desirable
o Excellent analytical skills
o Strong attention to detail
o Exceptional communication, influencing and stakeholder management skills
o Ability to engage, inspire and influence people at all levels
o Ability to prioritize, multi-task and manage deadlines
o Ability to work independently or as part of a team
o Audit work will primarily be performed in Newport News, VA with some US travel
o Limited International travel may also be required. Total travel estimated to be up to 15%
o High potential - Able to develop into more senior roles within or outside of Internal Audit

To apply: www.ferguson.com and search Financial Controls Auditor in the job openings.
Risk Management –
Compliance Paid Internship Opportunity

Liberty Tax Service is looking for a Compliance Intern to join our Risk Management team. The Compliance Intern will work directly with the Director of Risk Management, Compliance Manager, and Compliance Audit Staff on department processes and multiple ongoing projects. This is a temporary position at our Virginia Beach corporate office for an efficient, motivated, and detail centric person.

The primary responsibilities of the intern will be to:

- Assist with the identification of unusual, incorrect, or suspicious tax returns, invoices and related documents:
  - Process and maintain a developed notification system to alert offices,
  - Track responses to alerts,
  - Action necessary follow-up, and
  - Communicate information to management.

- Help franchisees comply with certain laws, regulations, and company policies:
  - Assemble information to be used in various reviews,
  - Accumulate and summarize results of reviews, and
  - Support department policies and procedures development.

- Assist in the review of selected processes and procedures:
  - Document and test internal controls and procedures, and
  - Communicate information to management.

- Critical thinking and professional judgment practice:
  - Assist management with document reviews, and
  - Other tax related tasks as need

Qualifications:
- Working towards a bachelor's degree in accounting,
- Strong organizational, documentation, and analytical skills,
- Attention to detail,
- Strong communication skills, and teamwork ability
- Proficiency with Microsoft Office products including: Outlook, Excel and Word.

Dates of Internship: January 2, 2018-April 27, 2018, minimum – 16 hours a week with additional hours available as needed.

Rising Junior or Senior year college applicants are encouraged to apply.
If you have interest in volunteering with the IIA, please contact Kim Rubin at Kim.rubin@libtax.com

Attend an Auditing seminar that you would like to share with your IIA peers? Have your employees earned a certification that you would like to recognize them for? Is your place of employment hiring or looking for Interns? Please send this information to Mika Vanaman at Vanaman.mika@yahoo.com to be featured in the next month’s newsletter!