



**Swap Internal Audit Services**  
**Auditor Assistant / Auditor (Cotswolds)**  
**Salary range £18,070 to £24,657**

**About us**

SWAP Internal Audit Services is a highly successful and respected provider of internal audit services to a growing number of local authorities, other public sector bodies and private sector clients.

We put ICT at the heart of our services and are leaders in the use of audit management software and data analytics to optimise performance, efficiency and added value to our partners.

**About the role**

An excellent opportunity has arisen for a highly motivated and proficient person to embark on a career as an internal auditor as part of our high performing and professional team based in Cotswolds.

This is an opportunity for you to work at the cutting edge of internal audit practice in an exciting and challenging environment and could prove to be an excellent stepping-stone for your career.

**About you**

No previous experience is necessary, although a higher starting salary may be available for exceptional candidates who have some previous audit experience. The main duties are to assist senior staff in carrying out internal audits. The ability to effectively communicate, both verbally and in writing, is absolutely essential. Candidates should have at least 5 GCSE passes at grade C or higher (or equivalent), including Maths and English and a minimum of 3 'A' Level passes. If you also have a bachelor's degree or are expecting to graduate shortly, then all the better.

Appropriate on the job training will be provided and there may be the possibility of professional training.

The post is office based. The successful candidate will be required to undertake some travel to other partner sites, so you should therefore have a valid driving licence and access to a vehicle.

**The Benefits**

In return we will offer you a complete salary and access to the People's Pension Scheme (for further details please visit <https://thepeoplespension.co.uk/>).

You will be able to take advantage of the Company's flexi scheme and approach to flexible working arrangements, which include the ability to work from home.

You will be entitled to a generous annual allowance starting at 23 days, which will increase after 5 year's continuous service to 27 days, along with the option to purchase additional leave.

SWAP is a corporate member of the CSSC Scheme (<https://www.cssc.co.uk/>) giving you access to sport and leisure opportunities, including hundreds of local and national offers. You will be able to enjoy discounted family days out, dining and gym membership.

**Additional information and how to apply**

For further information on SWAP please see our website [www.swapaudit.co.uk](http://www.swapaudit.co.uk) or contact Chris Gunn, Company Secretary on 01935 848541.

To apply please send your CV and covering letter to [hbrandpayroll@swapaudit.co.uk](mailto:hbrandpayroll@swapaudit.co.uk). The covering letter should clearly explain why you are applying for the post detailing your relevant skills and experience.

**Job Ref:** AUDASST05

**Closing Date:** Midnight on Wednesday 2<sup>nd</sup> January 2019

**Interview Date:** Monday 14<sup>th</sup> January 2019