



Auditor General

MANITOBA

Student IT Auditor

Term: 16-week term (January – April 2025) 36.25 hours/week

Office of the Auditor General

Salary: \$25.00/hr

Closing Date: Posted until filled

The **Office of the Auditor General (OAG)** provides the Legislative Assembly of Manitoba with independent information, advice and assurance focused on areas of strategic importance. The Office ensures that the Legislative Assembly and the public receive independent assessments of government accountability information; compliance with legislative authorities; and the operational performance of the government.

We offer an exciting and rewarding work environment by providing challenging assignments, training and development opportunities, and a healthy work/life balance. The Office of the Auditor General supports a combination of remote and on-site work arrangements. Our location is downtown and easily accessible.

We are invested in helping you successfully transition from the academic world to the professional one. Students typically work on teams with a manager or senior auditor, receiving hands-on training and mentorship. We are committed to offering you the training and experience you need to excel. To find out more about what the OAG can offer you, please check out the [careers page](#) on our website.

IT Audit

IT Audit is a team of professionals with extensive experience in assessing information systems and technology risks and controls using generally accepted IT frameworks and standards of good practice. We conduct testing of IT general controls including security, access, change management, systems development, and operating controls, in support of financial statement and project audits. In addition, we provide data analysis services to support all areas of the Office.

We are looking for candidates who can:

- Work both independently and as part of a team.
- Assist in executing test procedures for our IT audits.
- Participate in multi-disciplinary work by being curious and not afraid to ask questions.

Conditions of Employment:

- Must be legally entitled to work in Canada
- A satisfactory Criminal Record Check

Duties:

Reporting to a supervisor, the IT Audit Student will work as a member of an audit team and participate in audits of IT general controls. This may include but is not limited to:

- Assisting in the planning of the audit, by participating in client meetings and researching and analyzing information on the audit subject.
- Assessing IT security, change management and operating controls across a variety of applications, operating systems and databases.
- Producing clear, concise, well organized, relevant documentation of the audit work performed and developing audit conclusions supported by evidence.
- Providing written contributions to the audit report.
- Completing assigned work on-time.

On-the-job coaching and training will be provided.

Qualifications

- Strong interest in information technology. Good understanding of IT and business processes, and data analysis is desirable but not required. Willingness to learn IT audit methods and skills.
- Completed courses while enrolled in a post-secondary education in the field of information technology, business, accounting, finance or other related area.
- Familiarity with basic IT control concepts, such as authentication, restricted access, and change management.
- Ability to clearly and timely communicate to supervisor upon discovery of new or updated information that could impact the audit approach.
- Excellent oral and written communication skills. Ability to communicate technical matters to a non-technical person.
- Strong problem-solving skills to investigate issues and propose solutions.
- Detail-oriented to ensure accuracy in reviewing audit evidence.
- Ability to work independently and manage a varied workload.
- Ability to work collaboratively and productively with others to achieve desired results.
- Exhibit tact and judgment when working with highly confidential and sensitive information.
- Continuous learner, willing to be coached, takes initiative and receptive to feedback.

To Apply:

Applications will be accepted by email only. Please ensure the subject line contains "Student IT Auditor".

WHEN APPLYING TO THIS POSITION, PLEASE INCLUDE YOUR RESUME AND A COPY OF YOUR ACADEMIC TRANSCRIPT.

Email: contact@oag.mb.ca