

Call for expression of interest for the position of the Internal Audit Manager of Hellenic Corporation of Assets and Participations

Organizational Context

The HELENIC CORPORATION OF ASSETS AND PARTICIPATIONS (HCAP) was established as a legal entity under Law 4389/2016. HCAP operates in the public interest in accordance with the rules of private industry. In particular, HCAP manages and uses its assets in order to:

- (a) Contribute resources for the implementation of Greece's investment policy and to make investments that contribute to strengthening the development of the Greek economy and
- (b) Contribute to reducing the financial obligations of the Hellenic Republic, in accordance with Law 4336/2015.

In order to fulfil its purpose, HCAP shall act in an independent, professional and entrepreneurial manner with a long-term vision in achieving its results, in accordance with its rules of procedure; it shall also act to guarantee full transparency, with a view to enhancing the value and improving the performance of the abovementioned assets as well as generating revenue which is distributed in accordance with the Law. Furthermore, HCAP shall promote reforms of public undertakings, inter alia, through restructuring, good corporate governance and transparency and by fostering accountable administration, social responsibility, sustainability, innovation and good corporate practices.

HCAP may take any action necessary to achieve its purpose within the framework laid down by the law.

HCAP current direct subsidiaries as described in Law 4389/2016 are a) the Hellenic Financial Stability Fund, b) the Hellenic Republic Asset Development Fund, c) the Public Property Company, and d) the Public Holding Company.

The Corporation is seeking to appoint the Internal Audit Manager. The Board of Directors shall select a short list of candidates and make the final appointment.

Announcement

The purpose of this call for expression of interest is to attract candidates with the appropriate profile for the position of the Internal Audit Manager.

Job Description

In today's business environment where there is increasing focus on governance, and effective internal controls, the role of the Internal Audit Manager is very important in order to evaluate and improve effectiveness of governance, risk management and control processes. The Internal Audit Manager will report to the Company's BoD.

The Internal Audit Manager is expected to:

- Participate or co-ordinate reporting to internal audit committee
- Facilitate identification of key risk areas and establish a corporate risk register

- Develop internal audit plans, according to risk based methodology to ensure that are focused in the right areas and also ensure effective implementation of the internal audit plans
- Facilitate the monitoring of quality by both continuous and periodic, internal and external quality assurance initiatives and address performance gaps through monitored action plans. Also incorporate feedback from the Board, as appropriate, to improve the quality of internal audit services provided
- Carry out periodical (annual, quarterly) risk evaluation to identify and monitor the most significant compliance and strategic risks
- Assess of internal controls, corporate processes, compliance requirements
- Ensure that controls are in place for safeguarding the assets from fraud and irregularity
- Manage a follow up mechanism for all audit recommendations and ensure timely implementation of the internal audit charters
- Monitor and develop action plan in response to internal audit observations

Qualifications and Requirements

- Bachelor's degree preferably in Finance, Accounting (with Chartered Auditor certification), or equivalent. A Master degree in Finance, Accounting, Business Administration or equivalent is also a strong qualification
- Reputable international audit firms experience will be considered as an asset
- Minimum of 10-years of relevant experience, knowledge and technical skills to deliver internal audit services
- Strong management and leadership skills
- Demonstrate strong understanding of the roles and responsibilities of internal audit, the IPPF (International Professional Practices Framework) and audit technical skills through attainment of the Certified Internal Auditor® (CIA®) designation (the candidate should have appropriate professional credentials, preferably holding the CIA designation)
- Be member of The Institute of Internal Auditors of Greece
- Familiarity with Risk Management concepts
- Prior experience in organizations that are known for their integrity and success record will be considered a valuable asset
- Familiarity with fundamental IT concepts/ IT general controls and applications

Languages

- Excellent command of Greek and English.

Personal Attributes

- High sense of duty and unquestionable business and personal ethics, independence and objectivity, which is a pre-requisite at all times
- Ability to effectively evaluate risk, assess sufficiency of controls, identify process improvement opportunities, and effectively communicate with senior management and the Board. Strong project management and planning skills; ability to manage and prioritize tasks to meet deadlines and deliverables, as well as strong people management skills
- Excellent interpersonal, oral, written and presentation skills with the ability to comfortably communicate to all levels of management and demonstrate a high degree of professionalism and integrity in all interactions
- Ability to understand quickly and work independently
- Demonstrate basic research capabilities with strong analytical and creative problem-solving skills
- Detail oriented and attention to accuracy.

The Internal Audit will be appointed subject to the absence of any personal or legal conflicts and restrictions.

Potential applicants are requested to send their CV until March 20th of 2017, to the attention of Stanton Chase International S.A. at the hereby e-mail address: candidates2@stantonchase.com