

**We are looking for suitable and qualified candidates for the following position:**

**ASSISTANT MANAGER  
AUDIT, RISK & COMPLIANCE DEPARTMENT**

Assist in planning, managing and coordinating all audit, risks and compliance activities in both the clinical and non-clinical areas, through proper controls and compliance to industry, accreditation and statutory standards.

**Responsibilities**

- Carry out internal audit works based on approved audit plan for IJN.
- Identify, measure, analyze and monitor the clinical and non-clinical activities to ensure compliance and that key risks are being effectively managed.
- Develop audit and risk programs and execute risk-based audit.
- Review and identify financial and clinical operations risk and new areas requiring audit programs as well as oversee the development of new audit and risk programs and procedures plus maintaining robust systems.
- Provide internal control assurance by conducting reviews on the effectiveness of internal controls and compliance to policies & procedures and consulting services to add value and improve operations.
- Deliver practical, cost effective and value-added recommendations pertaining to internal controls, governance or risk management framework.
- Advise and ensure that IJN is adequately insured against any major risks.
- Manage and monitor all operating licenses and matter related thereto.

**Requirements**

- Possess a Bachelor and/or Master/Degree in Business Administration/Accounting / Finance / Economics or any other related discipline from recognized University.
- Minimum 5 years relevant working preferably with 3-4 years' experience in the healthcare industry.
- Knowledge of risk management and corporate governance will be an added advantage.
- High integrity with strong analytical skills, result oriented, process-driven, self-starter with the ability to multi-task and work both independently and as a team member.
- Good interpersonal skills, able to work in challenging environment and build good working relationships with business partners.
- Good report-writing, communication and presentation skills.

**Closing Date**

23<sup>rd</sup> July 2021

**Talent Acquisition Unit  
Human Capital & Organizational Development**

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**Note: All unsuccessful applications shall not be retained in our database.  
Only SHORTLISTED candidates will be contacted.**