

Graduate Trainee Auditor

Professional Trainee Scheme
2021 intake



Overall purpose

We're Scotland's public sector auditor, independent of Government. We employ around 300 exceptional professionals from different backgrounds. You don't need an Accountancy degree to become an auditor. We all share a belief that public money should be spent wisely, making the lives of Scotland's people the very best they can be. It's important work and you'll be a valued member of our audit teams.

Our Graduate Trainee Scheme includes full sponsorship to become a qualified Chartered Accountant with ICAS. You'll get a prestigious, internationally recognised qualification, whilst being involved in varied and interesting work auditing public bodies in Scotland.

We have vacancies in our Edinburgh, Glasgow, Inverness and Aberdeen sites.

What you'll be doing

You will help contribute to delivering quality and relevant audit work across a range of clients and in doing so you will help contribute to the development and scoping of audit plans.

Promoting and developing great audits

- Undertake audit assignments in accordance with professional standards, Audit Scotland's Quality Assurance Framework.
- Contribute to the development of appropriate audit methodologies, tools (e.g. data collection questionnaires) and techniques (e.g. research and sampling) tailored to the audit scope and designed to deliver a sufficient and appropriate evidence-base for the audit work.
- Identify points arising from audits including the formulation of sound conclusions and constructive recommendations and contribute to the drafting of accurate, clear and concise audit reports.
- Build strong relationships with staff in audited bodies and utilise these relationships to ensure successful outcomes that add credibility and value to the reputation and strategic aims of Audit Scotland.

Enabling impact, innovation and improvement

- Undertake a programme of professional training with a view to becoming professionally qualified, and complementing this with a personal development programme to help enhance your career prospects in Audit Scotland.
- You may be deployed across the business to provide specific expertise and contribute to project work in other areas - principally between Audit Services Group and Performance Audit & Best Value Group. This will normally be for a defined period on a rotational basis.
- Use professional and technical expertise and experience to challenge and support audited bodies to be accountable, to demonstrate sound governance and to achieve continuous improvement.

Creating the right environment, culture and ways of working that allow people to flourish

- Identify and develop relationships with key stakeholders to maintain an understanding of the developments affecting the context of the audit so that our work is valid, and our recommendations are realistic and capable of being implemented.
- Maintain good working relationships across Audit Scotland and participate in collaborative working for the benefit of the Auditor General for Scotland/Accounts Commission, audited bodies and other stakeholders.

Knowledge, training and experience

Our trainees come from a variety of backgrounds – just graduated, mature students or people looking to change career, from a vast range of degree subjects.

What matters is that you've got great analytical skills, are committed to studying for a professional qualification and excel in a challenging and rewarding role.

We have a passion for what we do. And if you think this sounds like the career for you, then we'd like to hear from you. You will need these skills and qualifications:

- Educated to degree level with a minimum 2:1 in any subject (or expect to achieve a 2:1 by Summer 2021)
- Strong academic performance in both English and Mathematics
- Good communication and interpersonal skills
- Self-awareness and confidence to work using initiative
- Ability to think laterally and creatively
- Disciplined and organised with good project management skills.

