

Assistant Auditor Intern

STEP Internship 2024

Location: Raleigh, NC
Division of Administration

Project/Initiative Objective

Work Closely with Internal Auditors to Assist in conducting engagements.

Major Task to be Preformed

Work Closely with Internal Auditors to Assist in conducting engagements.

Desired KSAs (Knowledge, Skills & Abilities)

1. Pursuing a degree in Economics, Accounting, and/or Finance from an accredited college/university.
2. General accounting and business process knowledge.
3. Excellent communication skills, both written and verbal.
4. Strong proficiency in Microsoft Office with an emphasis in Excel.
5. Experience in an office environment.
6. Organized and attentive to detail.
7. Works well independently or in a team environment.

Final Product or Outcome Anticipated

Audit process memo/report.

Travel Required

No