**Position Description**

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| Job Title: | **SOX Compliance Auditor** |
| Reports to: | **Finance Compliance Manager** |
| Division: | **Group Finance** |
| Department: | **Internal Audit and Risk** |
| Leader Level: | **Self Leader** |

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| **Your impact** |
| As the SOX Compliance Auditor, you will be the expert on business and IT controls and working in a SOX compliant environment. You will be performing SOX testing to support the SOX compliance program and liaise with business stakeholders to ensure SOX program is delivered. You will collaborate heavily across the Finance and IT teams and will be a key contact for internal and external stakeholders. |

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| **Your responsibilities** |
| * Perform review of in scope cycles, including documenting processes, walking through processes and testing of controls. * Act as subject matter expert in SOX compliance, working independently with the relevant stakeholders * Deliver the group’s quarterly certification and annual operational effectiveness assessment in SOX controls * Support the Finance Compliance Manager in delivering the annual SOX compliance programme, for both business processes and IT related controls (eg IT General Controls) * Lead remediation of business and other control deficiencies * Build relationships with control owners, providing proactive support especially in advice on remediation of control deficiencies * Educate and train the business on SOX compliance * Liaise with external auditors for SOX, working closely with them to ensure maximum leverage of internal work and an effective and efficient testing process. * Proactively monitor compliance to SOX requirements |

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| **Your experience and capability** | |
| * 6+ years’ experience in controls (minimum 3 years with Big 4 Chartered role and/or SOX compliance experience) * Experience with compliance for a global business that operates under SOX compliance * Degree qualified in Finance/IT and CA/CPA/CISA qualified * Previous experience in the Broadcasting, Telecommunications and/or media industries preferred * Knowledge of Sarbanes Oxley and statutory reporting obligations and accounting standards, including both IFRS and US GAAP * Experience using compliance and General Ledger systems and technology (HFM, PeopleSoft) * Strong numerical and analytical ability * Strong relationship management ability, with particularly strong influencing and stakeholder management skills. | |
| **Our purpose and values** | |
| Our purpose is to bring home Australia’s most valued entertainment experience.  To help us achieve this, we have a set of values to guide how we behave and operate as a business, as a team, and as individuals:  **Customer First:** We put our customer relationships first. We think customer in every decision.  **Own It:** We take on the responsibility to bring home the best value.  **Authentic:** We give people a fair go and talk straight.  **Change the Game:** We make Foxtel different, better and special.  **Win Together:** We love being the underdog that wins. Together we are an unstoppable team. | |