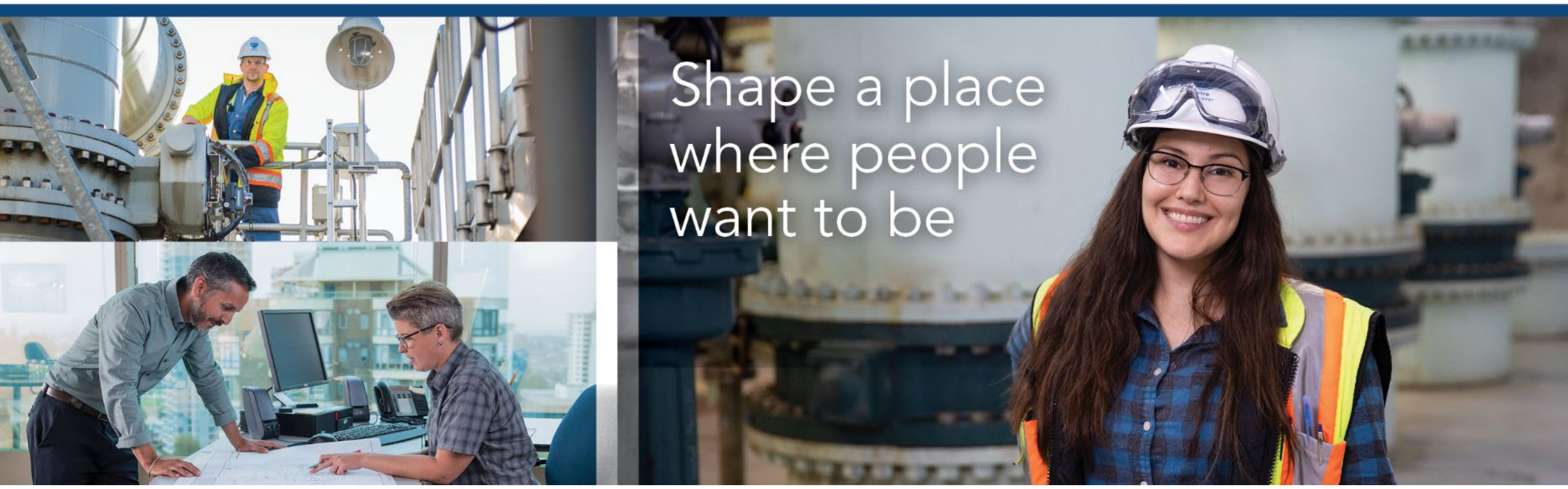

Position Title: Lead Internal Auditor
Position Status: Full-Time Regular
Department: CAO Executive Office
Employee Group: Exempt
Location: 4515 Central Boulevard, Burnaby
Salary Range/ Wage Rate: Professional / Technical, Level P3A ($123,587.51 - $145,395.95 annually) (2024 wage rates)

The CAO Executive Office is seeking a Lead Internal Auditor for its Audit, Risk & Assurance Division.

At Metro Vancouver, we view internal audit and risk assessment as strategic business enablers partnering with stakeholders to identify innovative, practical solutions, enhance operations, and drive continuous improvement while providing valuable insights that support informed decision-making and effective risk management. Our expertise and insights have a direct impact on organizational strategy, risk management, and decision-making.

You are a strategic and collaborative audit professional with strong expertise in internal auditing, risk management, and governance. You will help design innovative risk assessment approaches, provide strategic insights, and identify opportunities to improve business operations. You bring proven leadership experience, sound judgment, and strong analytical and communication skills, enabling you to effectively advise stakeholders, lead teams, and drive continuous improvement in a complex organizational environment.

The Lead Internal Auditor reports to the Program Manager, Audit, Risk & Assurance.

This role:

- Works as a specialist resource to oversee complex internal audit engagements, advisory projects, and risk assessment activities across Metro Vancouver. Responsible for planning, executing, and reporting on audits and advisory engagement, developing well-supported recommendations, and overseeing the work of assigned staff.
- Works collaboratively across the organization to ensure the integrity of audits; defines the scope, objectives, and methodology for audits, including identifying risks, control points, and testing strategies. Provides professional advice and guidance on internal controls, process improvements, fraud prevention, and compliance with policies and regulations.
- Works with Audit, Risk & Assurance (ARA) team members on Enterprise Risk Assessment, prioritizing risk mitigation strategies and identifying opportunities for improvement in internal controls to improve efficiency, eliminate waste, and recommend improvements.

- Supports the Program Manager in developing the annual risk-based corporate audit work plan, including the identification of audit topics, objectives, initiatives, and performance measures.
- Prepares clear and concise audit reports and presents findings, recommendations, and action plans to the Program Manager, executive staff, committees, and boards as required.
- Ensures the overall quality of audit engagements; reviews the working papers and findings of the audit team, ensuring audit compliance with policies, Global Internal Audit standards, and quality control.
- Hires, supervises, directs and develops staff monitoring performance in accordance with goals and objectives. Ensures adherence to corporate policies and collective agreements. Leads, coaches, mentors and develop staff recognizing the importance of leadership, supervisory and technical training. Develops and sustains a flexible workforce and encourages staff to pursue opportunities that complement their skills and experience.
- Builds and manages relationships with process owners across Metro Vancouver, management, external auditors, regulators, and other stakeholders to coordinate audit activities and share best practices.
- Monitors trends in internal audit, risk, and governance and recommend improvements to audit methodologies and tools. Develops research strategies, including conducting environmental scans and risk assessments to assist in identifying audit topics.
- May represent the Internal Audit function to various stakeholders as directed by the Program Manager.
- Conducts special reviews in accordance with a risk-based audit plan and drafts audit reports for review.
- Performs other related duties as required.

To be successful, you have:

- Bachelor’s degree in Accounting, Finance, Business Administration, or a related field.
- 7 years of progressive internal audit experience, preferably in the public sector, utilities, or a complex multi-stakeholder environment; or an equivalent combination of training and experience
- Professional designation such as a Chartered Professional Accountant (CPA), Certified Internal Auditor (CIA), or equivalent.
- Strong knowledge of Global Internal Audit Standards, COSO Risk Management framework and governance frameworks.
- Demonstrated experience leading and executing risk-based audit plans and leading audit teams.
- Sound analytical, critical thinking, and problem-solving skills. Ability to analyze, interpret, and make recommendations on complex issues.
- Sound budgeting and financial management skills. Ability to monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Excellent written and oral communication skills including well developed report writing and presentation skills; ability to provide clear instructions and present complex issues clearly to diverse audiences.
- Experience in implementing and using Governance, Risk & Compliance (GRC) and/or audit management solutions / tools.
- Ability to build and maintain effective working relationships with internal and external contacts. Skill in dealing openly, tactfully, and sensitively in a variety of situations.
- Ability to work under broad direction and use significant independent judgment.

- Ability to identify opportunities to address emerging and changing needs.
- Ability to develop and revise policies, procedures, and control assessments in response to identified risks considering the long-term implications of decisions and actions.
- Ability to meet timelines and objectives requiring persistence in overcoming obstacles.
- Demonstrated supervisory skills including the ability to mentor, coach and guide direct reports.
- Proficiency using Microsoft Office programs including Word, Excel and Outlook.
- Valid BC Class 5 Driver's License.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact careers@metrovancouver.org for support. Learn more about our commitments to diversity, equity, and inclusion here.

Please follow this link https://metrovancouver.org/about-us/careers to our Careers page where you can submit your application by August 7, 2026.