

## **Job Posting**

### **Senior Auditor, Corporate Audit Services**

**Location: Hybrid role/Headquarters: Arlington, Va.**

**Reports to: Director, Corporate Audit Services**

#### **Job Summary:**

The Corporate Audit Services' Senior Auditor executes financial, operational and compliance audits, and supports department strategy and special projects under direction of department management.

#### **Key Responsibilities**

- Ability to effectively execute risk-based audit engagements.
- Ability to devise and execute financial, operational and compliance audit procedures based on audit methodology concepts and evaluation of internal control environments.
- Ability to clearly document results of audit procedures, draft observations, and assist with development of audit reports.
- Ability to quickly understand unit business models, business cycles, and critical processes inherent in a diversified conglomerate.
- Aptitude for identifying and following through on audit issues, completing procedures efficiently, and meeting deadlines.
- Strong analytical, critical thinking and problem-solving skills.
- Excellent oral and written communication and interpersonal skills.

*The above statements are intended to describe the general nature and level of work being performed by an individual assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, functions, and tasks required of an individual assigned to this job.*

#### **Qualifications/Skills Required**

- Bachelor's degree in accounting, finance, or business administration.
- CPA required. CIA, CFE, CMA, or MBA a plus.
- Public accounting assurance experience required. Big 4 or major regional firm experience preferred.
- At least 3-5 years of experience in positions of increasing responsibility for financial and/or operational auditing and evaluating internal control systems.
- Experience in public commercial industries preferred.
- Knowledge of GAAP, auditing standards, and risk and control issues.
- Knowledge of Alteryx, PowerBI, ACL, IDEA or other data analysis tools.
- Outstanding interpersonal, oral/written communication and collaboration skills.

#### **Special Position Requirements**

Approximately 10 - 15% travel – both domestic and international business unit locations. This position requires a local hybrid structure, with work performed through a combination of remote and in-office, based on the demands of specific tasks and work requirements.

## **The Company**

Graham Holdings Company is a diversified holding company whose operations include educational services, home health and hospice care, television broadcasting; online, print, and local TV news, automotive dealerships, manufacturing, hospitality, and consumer internet companies. Refer to the [Company website](#) for additional information.

## **Our People and Culture**

We strive to create and maintain an inclusive workforce of talented people reflecting global diversity where all forms of individuality are valued, appreciated, and celebrated. This is a core tenet of our Company.

Graham Holdings – Diverse Companies – Diverse People – Shared Values

## **Benefits**

Graham Holdings Company and its family of businesses provides its employees with the benefits they need to take care of themselves and their families. Our benefits are comprehensive and support employees' health, finances, and life, including: two Retirement Plans, the Company Contribution Plan: pension fully funded by the company, 8% at hire, 10% contribution at 10 years; 401(k): employees may make their own pre-tax, after-tax, or Roth contributions; 3 medical plans, 2 dental plans, vision discounts, life, and accident insurance, health and dependent care spending accounts, health savings account; comprehensive PTO, including 4 weeks' vacation to start; family leave as well as short and long-term disability; flexible schedule/remote work; adoption assistance; \$5,250/year tuition assistance plus, tuition discounts; legal plan, employee discounts, deals and more. In addition, we provide a wide range of wellness support services to participating employees; many at no cost. Visit our candidate benefits site [here](#).

**Send resume, cover letter and salary requirement to: [careers@ghco.com](mailto:careers@ghco.com)**

*All qualified applicants will receive consideration for employment without regard to race, color, religion or belief, age, physical, mental or sensory disability, national, social or ethnic origin, sex (including pregnancy), sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, military service or protected veteran status, family or parental status, or any other legally protected basis, in accordance with applicable law.*