

# AUDIT CERTIFICATION Manager

Job Posted by Kalpana Jha | January 18, 2023

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Hi,

Request to check below JD & give us your email confirmation for interview process.

If any Query feel free to call 7819809825

Company:- Protean eGov Technologies Limited [Formerly Known as NSDL]

Position :- AUDIT CERTIFICATION Manager

Location:- Mumbai

Grade—Manager

Job Description-:

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|---|---|--|
| Job Description-<br>Audit Certification |   |  |
| Location:                               |   | Mumbai   |
| Designation:                            |   | Manager  |
| Experience:                             |   | Minimum 5 years (Post Qualification)   |
| Educational<br>Qualification            | Essential:  | Lead Audit BE/B.Tech and Certified ISO<br>Certifications<br>(27001/22301/20001/9001) |
| Desirable:                              | Lead Auditor Certifications of<br>above ISO standards preferred |  |

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| <p>Business/<br/>Technical Skills<br/>Sets</p> | <p>Essential:</p>  | <p>Possess detailed understanding of organisation's ISO related processes, risks, and requirements. Ensure implementation of standards through ongoing coordination with internal management and business partners<br/>Evaluate current process, quality objectives and implement improvements based on exposure to newer auditing/testing techniques<br/>Liaise with internal audit, external audit, governmental agencies, legal professionals and relevant process organizations to stay updated with standard practices and other changes that may impact current ISO policies.<br/>Interpret, review, implement and update existing ISO audit requirements and ISO certifications in place for all processes/departments<br/>Share audit results with department managers to aid in feedback, training and development to ensure greater overall compliance<br/>Communication Skills<br/>Leadership Skills<br/>Data Management Skills</p> |
| <p>Desirable:</p>                              | <p>Ensures Accountability<br/>Manages Ambiguity<br/>Drives Results<br/>Min 5 Experience in handling ISO Certification audit function from Service industry</p> |  |

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| Job Profile | <p>Lead Audit – Interpret, review and update existing audit requirements and processes in place for all departments. Review of various documents such as operations manual/SOPs pertaining to audit certifications of different functions Conduct necessary training workshops to bring the organisation, departments and employees up to speed on audit related requirements Keep abreast with changing processes; drive, ensure and review adoption on an ongoing basis Preparing presentation to Senior Management Interact with internal/external stakeholders for Internal/External audit findings, scheduling of audit Adherence and Managing the timelines for audit related activities</p> |
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About Company:-

About Protean eGov Technologies Limited (formerly NSDL e-Governance Infrastructure Limited) <https://www.proteantech.in/contact-us.html>, [Please ensure to go through the website in detail]

Protean eGov Technologies Ltd., is one of the key IT enabled service providers engaged in conceptualizing, developing and executing nationally critical and population scale greenfield technology solutions.

The company has extensively collaborated with the government over the last 25 years in creating digital public infrastructure and developing innovative citizen centric e-governance solutions.

The company’s core strength lies in not just enabling technology, but also providing the necessary interventions for ecosystem creation and adoption of new technologies and business models.

In these two-and-a-half decades, the company has created strong e-governance interventions impacting multiple sectors of the Indian economy and touching various aspects of a citizen’s life – modernizing

the direct tax infrastructure, providing a tax identity to citizens and corporates (issuance of PAN card), strengthening the old-age social security infrastructure

(National Pension System NPS & Atal Pension Yojna APY), promoting financial inclusion by contributing to the India Stack by enrolling citizens for National Identity and enabling the BFSI sector by providing Aadhaar-based identity authentication and e-Sign services. Over these years, the company has implemented and managed 18 projects spread across seven ministries and autonomous bodies, ushering positive change in delivery of public services.

To create a truly inclusive service delivery mechanism Protean has established a pan India network of centres to provide assisted services to the digitally excluded. This Phygital model created by

Protean promotes and enables universal access and financial inclusion in the country without bias.

'India's Best Company of the Year 2021' in India's Best IT Enabled e-Governance Service Company Category by Berkshire Media LLC, USA.

'Best IT Company In Western Region' at Business Leaders' Summit & Awards 2021 by Worldwide Achievers Pvt Ltd.

Golden Peacock Award for Innovation Management - 2018

CMMI SVC Version 1.3 - Level 5 for Central Recordkeeping Agency (CRA) - Subscriber Services and CRA Systems infrastructure.

Conferred with an award at ET e@G Summit 2014 for Remarkable Contribution to e-Governance Sector" by ET Edge, An Economic Times Initiative.

ISO/IEC 22301:2012 certification awarded for functions of Central Recordkeeping Agency (CRA) - CRA Settlement.

ISO 9001 - 2015 certificate awarded for functions of Provision of Tax Information Network & PAN related services for Income Tax Department and EASIEST for Department of Customs and Central Excise, Government of India.

ISO/IEC 27001:2013 certification for Information Security Management System awarded for TIN & PAN, CRA, Aadhaar Authentication & e-KYC and NSDLgst functions.

ISO 20000-1:2011 certification awarded for processes based on ITIL framework to manage, maintain and improve service management for CRA infrastructure.

Conferred with the SKOCH Digital Inclusion Award 2011 for Technology in Financial Inclusion for NPS

Lite System.

Awarded CMMI Level 3 Certification for CRA functions.

Awarded Tier IV Certification for Data Centres.

India's Best Company of the Year 2021' in India's Best IT Enabled e-Governance Service Company Category by Berkshire Media LLC, USA.

Best IT Company In Western Region' at Business Leaders' Summit & Awards 2021 by Worldwide Achievers Pvt Ltd.

Kalpana Jha

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