



## JOB DESCRIPTION

<b>Position Title:</b>	Internal Audit Manager	<b>Position Type:</b>	Exempt
<b>Department/Group:</b>	Internal Audit	<b>Location:</b>	Dallas, TX
<b>Reports To:</b>	Vice President, Insurance & Internal Audit	<b>Direct Reports:</b>	2

### Company Description

Kosmos Energy is a well-capitalized, pure play deepwater oil and gas company with growing production, a pipeline of development opportunities, and a balanced exploration portfolio along the Atlantic Margins.

Our key assets include production offshore Ghana, Equatorial Guinea and U.S. Gulf of Mexico, as well as a world-class gas development offshore Mauritania and Senegal. We also maintain a sustainable proven basin exploration program in Equatorial Guinea, Ghana and U.S. Gulf of Mexico. Kosmos is listed on the New York Stock Exchange and London Stock Exchange and is traded under the ticker symbol KOS.

As an ethical and transparent company, Kosmos is committed to doing things the right way. The company's Business Principles articulate our commitment to transparency, ethics, human rights, safety, and the environment. Read more about this commitment in our Corporate Responsibility Report. For additional information, visit [www.kosmosenergy.com](http://www.kosmosenergy.com).

### Basic Function

The Internal Audit Manager will have two Kosmos auditors reporting to them and is responsible for all operational audits and SOX audit testing. Operational audits include but are not limited to, HSES, Anti-Corruption, AP, Banking, ESG, and Data Security audits. A material number of tested SOX controls are reviewed and relied on by Kosmos' external auditors, EY. The Internal Audit Manager assists the Vice President of Internal Audit on special projects as needed.

### Essential Responsibilities and Job Duties

- Lead and participate in Operational, Financial and IT audits with a hands-on approach
- Responsible for audit planning, fieldwork, and report drafting
- Oversee SOX compliance testing, assist where needed, and review workpapers
- Coordinate with external auditors to execute annual SOX controls testing
- Perform special projects and internal investigations as required
- Monitor agreed management actions resulting from previous audits
- Manage workload and performance of auditors, consultants and/or contractors
- Identify potential audits and automate control testing using data analytics
- Handle other projects, duties and responsibilities as assigned.

### Qualifications and Education Requirements

- 7-15 years of related work experience – Oil and Gas industry experience is a plus
- Bachelor's Degree in Accounting required



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- Certification of CPA, CISA or CIA required
- Integrated experience of both Financial and IT audits
- Experience in the Internal Audit function and with SOX compliance
- Excellent verbal and written communication skills
- Proficiency in Excel, Word, and PowerPoint
- Ability to work effectively with individuals at all levels of the Company
- Excellent follow-up and organizational skills
- Ability to grow and develop audit staff
- Experience in managing small teams in a matrix organization required
- Original, creative thinker with the ability to formulate and express a contrarian viewpoint
- Able to work in a fast-paced environment
- In addition, the Internal Audit Manager must demonstrate a working knowledge of accounting principles, techniques and theories of financial reporting and internal controls. They must be familiar and know how to use common computer applications for auditing and data processing. Experience using a computer aided auditing tool (CAAT) and automating controls is plus.

### Attributes

- Strong interpersonal and communication skills
- Proven ability to prioritize and multi-task
- Exceptional productivity skills. Can be relied on to get the job done accurately and on time.
- Has little need for close management supervision and direction, and is comfortable and effective in an informal operating environment.
- Proven ability to collaborate with team and generate solutions
- Must enjoy entrepreneurial environment that often requires developing process or procedure. Must be an energetic self-starter with a passion for their work. An engaged, "hands on" team player.
- Ability to handle and protect sensitive information in a confidential and professional manner
- Proven ability to drive the strategic plan forward and meet established goals and deadlines
- Proven ability to lead work teams to meet goals and objectives
- Proven ability to develop engaged work teams and assist in their professional development
- Must be able to work with diverse employees, partners and governments from all parts of the world
- Strong business acumen combined with interpersonal and leadership skills
- Has a desire to understand oil and gas operation fundamentals

### Travel Requirements

Position requires approximately 10% travel, domestic and international

### Physical Requirements and Working Conditions

Must possess mobility to work in a standard office setting and to use standard office equipment (computer, printer, copier, etc.) stamina to maintain attention to detail despite interruptions, strength to



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lift and carry files weighing up to 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	