



Internal Audit Soft Skills

COMMUNICATION SKILLS FOR AUDITORS: INTERVIEWING AND NEGOTIATING

Course Description

Effective communication to senior management and the board, and to individual internal auditors from Chief Audit Executives (CAEs) is referenced throughout the International Standards for the Professional Practice of Internal Auditing. For example, IIA Standard 2420: Quality of Communications, requires that communications be clear, easily understood, and logical, and provide significant and relevant information.

Are you ready to develop and improve your communication skills for the engagement process?

This two-day course is complete with highly interactive individual and group activities, as well as role-play scenarios to provide internal auditors — at all levels — with opportunities to develop or sharpen their interviewing and negotiating skills. After completing this course, internal auditors will have a profound awareness of how to effectively interview and negotiate, and be prepared to apply these skills in their organizations.

The Communication Skills for Auditors course is:

- Designed to present information about interviewing and negotiating that will help to improve your skills.
- An opportunity to practice new skills without the pressure to “get it right.”
- A judgment-free zone, where you can interact freely with peers and receive feedback, guidance, and support to enhance your communication skills as they relate to interviewing and negotiating.

Course Topics

- The Communication Model.
- Introduction to Interviewing and Negotiating.
- Interviewing Skills.
- Application of Interviewing Skills.
- Negotiating Skills.
- Application of Negotiating Skills.

Course Investment

Member
IDR 4.500.000

Non Member
IDR 5.500.000

Course Schedule

08.30 - 16.30 WIB 2 Days 16 CPE

22 - 23
JAN

16 - 17
APR

16 - 17
JUL

08 - 09
OCT

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