

Class Concept

This is intermediate level professional auditing work with responsibility for examining and analyzing financial functions, program operations and results, and/or systems to determine compliance with financial, or programmatic procedures and regulations. It involves responsibility for verification of a variety of standardized accounting records and procedures and for limited systems audits. Work requires knowledge and application of the theories, principles, and practices of accountancy and auditing, as well as knowledge of the statutory requirements of specific programs and the related information technology. Assignments are intermediate in nature with the complexity of the audit associated with the complexity of the accounting functions being audited. At this level, the position can function as a lead auditor and may be asked to participate in performance reviews for lower level auditors as well as provide assistance to a higher level manager in the recruitment and selection process for lower level positions.

Recruitment Standards

Knowledges Skills, and Abilities

- Considerable knowledge of generally accepted accounting principles, practices, reporting guidelines, and generally accepted auditing standards applicable to the area of assignment.
- Considerable knowledge of laws and regulations pertaining to governmental programs audited.
- Considerable knowledge of applicable information technology and internal controls to meet work needs as appropriate.
- Ability to compile, monitor, and examine a variety of moderately complex financial and/or program information for accuracy, integrity, and conformance to rules and regulations.
- Ability to perform audits that may involve unprecedented problems requiring research and review of policy and procedures.
- Ability to write communications that convey concise and comprehensive information on matters of a moderately complex nature.

Minimum Education and Experience

Bachelor's degree in accounting from an appropriately accredited institution and two (2) years of accounting/auditing experience in the preparation of interpretive or analytical accounting/financial statements and reports; or

Bachelor's degree in business administration or other field from an appropriately accredited institution with twelve (12) semester hours in accounting and two (2) years of experience as specified above; or

Associate's degree in accounting from an appropriately accredited institution and four (4) years of experience as specified above; or equivalent combination of education and experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.