

Class Concept

This position conducts comprehensive taxpayer audits of both individuals and entities across all tax types administered by the Department. This position applies both direct and indirect methodologies to examine books, financial records, and third-party data to determine tax liability and recover revenue. Audits range from sole proprietors to multi-national corporations, requiring in-depth knowledge of accounting systems, state and federal tax laws, and investigative techniques. Audits conducted by this position are comprehensive investigations into the business, accounting, and tax practices of the taxpayers involved and are therefore of substantial importance both in terms of potential tax consequence and enforcement impact. The position regularly interfaces with taxpayers, legal representatives, and external parties to meet with, discuss, and explain audit scope, method and finding, and may be called upon to provide expert testimony in court.

Recruitment Standards

Knowledge, Skills, and Abilities

- Knowledge of accounting and auditing practices to analyze taxpayer operations and establish accurate tax liabilities
- Basic analytical and problem-solving skills to foster cooperation during audits
- Ability to apply sound judgement
- Basic interpersonal and communication skills to foster cooperation during audits

Minimum Education and Experience

Bachelor's degree in business administration, Economics, Accounting or related field with at least eighteen semester hours of accounting from an appropriately accredited institution; or an equivalent combination of education and experience.