

CHIEF INTERNAL AUDITOR (COMPTROLLER)

Duties and Responsibilities

Reporting directly to the Comptroller, with the widest latitude for independent judgement and decision making, serves as the top-level advisor to the Comptroller and develops internal risk analysis programs to test internal control and compliance mechanisms used by various bureaus within the agency; assesses adequacy of control procedures and develops recommendations for the improvement of existing programs, processes or policy areas. Prepares reports, documents audit tests and results, and briefs the Comptroller on audit findings, effectiveness of internal control mechanisms and efficiency of agency operations.

Qualification Requirements

1. A baccalaureate degree from an accredited college and four (4) years of satisfactory full-time experience in audit, investigations, program evaluation & administration, inspections, oversight, or other related areas, of which at least 18 months must have been in an executive, administrative, supervisory, or managerial capacity; or,
2. Education and/or experience which is equivalent to "1" above; however, all candidates must possess at least 18 months of experience in an executive, administrative, supervisory, or managerial capacity as described above.

Lines of Promotion

None. This class of positions is classified in the Non-Competitive Class.