

***\*City of Atlanta***

<b>*Position Title:</b>	<b>Financial Systems Auditor, Senior (Senior IT Auditor)</b>
<b>*Location:</b>	<b>Geographic Location</b>
<b>*Position Type:</b>	<b>Full-Time / Permanent</b>
<b>*Compensation:</b>	<b>Salaried: \$54,795.00 - \$79,990.00 Annually</b>
<b>*Start Date:</b>	<b>January to February 2012</b>

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**\*JOB DESCRIPTION**

This classification is the first level in a two-level series of financial systems audit positions in the City Auditor's Office, which operates and reports independently of city management. The Senior Financial Systems Auditor plans and conducts audit assignments involving assessment of the city's financial and other data systems, including reviews of controls and security, validity and reliability of data, and accuracy of reporting; and may provide data retrieval, analysis, and other technical assistance to performance audit teams. Duties include conducting planning research and interviews, developing audit objectives and work plans, collecting and analyzing data, developing audit findings and recommendations based on analysis, drafting reports, reviewing reports for accuracy and quality assurance, and conducting follow-up reviews of previous audits. Work includes ongoing review of transactions to assess risk and identify indicators of potential fraud and abuse, and follow-up investigation when warranted. The senior financial systems auditor works under the general direction of the Financial Systems Audit Manager who leads the IT Audit Compliance group within the department. The position includes considerable discretion in applying complex audit techniques and methods and interpreting results. Audits are conducted individually or by project teams, depending on project scope and time constraints.

**\*JOB REQUIREMENTS**

Please provide a description of skill sets and other qualification necessary for applicants.

<b>Travel:</b>	<b>0% of Travel Required</b>
<b>Education:</b>	<b>Master's degree from an accredited institution in information systems, computer science, accounting, or a related field</b>
<b>Experience:</b>	Required skills/experience: <ul style="list-style-type: none"><li>• A minimum of two years of professional experience in auditing information technology, program evaluation; or financial, management, or operations analysis. Equivalent combinations of education, training, and experience will be considered.</li><li>• Experience in Oracle Financials preferred, experience in other major ERP applications considered.</li><li>• Applicants must have knowledge of auditing standards</li><li>• Applicants must have knowledge of quantitative data analysis methods, and financial and system controls</li><li>• Applicants must have strong writing, oral communication, and research skills; be able to work well independently or on a team; demonstrate initiative; interact well with a wide variety of people; and be able to plan and organize work to handle multiple projects and meet deadlines</li><li>• Applicants must be proficient in the use of word processing, spreadsheet software, and have experience with databases (MS Access, Oracle, MySQL Server etc).</li><li>• Applicants must have the ability to apply technical skills within the performance audit framework and be able to seek out and apply best practice criteria and applicable control and security practices and processes.</li><li>• Familiarity with a variety of technologies that can be used to export, import, manipulate data. For example: SQL Developer, PL/SQL, Unix Commands and Shell Scripting ,MS Access, MS Excel, Visual Basic or other programming language.</li><li>• Experience leading teams or projects highly desired</li><li>• Exposure to Accounting/Finance principles.</li><li>• Demonstrated work successes utilizing project plans, issues logs, risk/mitigation strategies, and automated testing tools</li></ul>
<b>Certification:</b>	<b>Required: CISA (option to obtain the designation within 18 months of appointment, dependent on professional experience) Desired: Other certifications a plus</b>

**COMPANY INFORMATION**

The City Auditor's Office was established in accordance with the city charter and reports to an independent audit committee. This management committee helps to maintain the independence of the audit function. Leslie Ward is the current City Auditor and has served in the roles since October 2001. The department is charged with auditing the performance and finances of city programs, activities, and contractors.

## CONTACT INFORMATION

<b>Job Reference:</b>	<b>Financial Systems Auditor, Senior</b>
<b>*Contact Name:</b>	<b>Damien Berahzer, Financial Systems Audit Manager, IT Audit and Compliance</b>
<b>*Method:</b>	<b>dberahzer@atlantaga.gov</b>
<b>Website:</b>	<a href="http://www.atlaudit.org/careers/financial-systems-audit-senior">http://www.atlaudit.org/careers/financial-systems-audit-senior</a>
<b>SPECIAL INTRUCTIONS:</b>	
<b>Please note:</b> You are required to apply online to be officially considered as a candidate for this position. Use the website link listed above and click on the Apply HERE link to be directed to the online application portal. After officially applying for the position you may email <a href="mailto:dberahzer@atlantaga.gov">dberahzer@atlantaga.gov</a> a copy of your resume and the details of when you applied.	