

# PALM BEACH COUNTY

## BOARD OF COUNTY COMMISSIONERS

**ISSUED: 11/13/2018      CLOSES: Open**

Position: INSPECTOR GENERAL - AUDITOR II  
Salary: \$66,560 Annually, negotiable depending on qualifications  
Department: Office of Inspector General/Audit  
Hours: 8:00 A.M. to 5:00 P.M., Monday - Friday  
Other: Valid Florida Driver's License and PBC Risk Management Department driving history approval prior to appointment.  
**THIS IS AN AT-WILL POSITION.**

Use the Job ID based on the Position Location as follows:

Location	Job ID
100 Australian Avenue, WPB	14530

Professional work in the Office of Inspector General (OIG) auditing of county and municipal governmental activities. Responsible for conducting or supervising operational or financial audits of governmental activities. Evaluates the adequacy and effectiveness of the management controls over such activities and determining whether the activities are in compliance with laws, policies and procedures and good business practices. Work is performed with a wide latitude of independent judgment and is reviewed through audit reports provided to the OIG - Audit Manager and the OIG - Director of Audit. General supervision is provided by the OIG - Audit Manager and the OIG - Director of Audit.

**Required knowledge/abilities include:** A thorough knowledge of the principles, practices, methods and procedures of auditing, to include Generally Accepted Government Auditing Standards (GAGAS) and Standards for the Professional Practice of Internal Auditing; knowledge of internal controls; ability to analyze complex governmental activities to determine compliance with policies/procedures and good business practices; ability to develop sound, efficient and effective audit programs for individual audits ; ability to write complete draft and final audit reports that meet all auditing standards and effectively communicate the results of the audit; ability to establish and maintain working relationships; the ability to conduct oneself with the highest standards of integrity, honesty, efficiency and accountability and provide independent oversight of the operations of governmental units under OIG jurisdiction; the ability to professionally handle and work with very sensitive information; ability to appraise the adequacy of corrective actions proposed or taken; an ability to successfully manage multiple audits at the same time.

**Successful candidates will possess:** A Bachelor's Degree in Accounting, Finance, Public/Business Administration or related field; minimum of three (3) years of experience in internal auditing, accounting, financial auditing or financial analysis, preferably governmental.

**Preferred qualifications include:** Active Certified Public Accountant (CPA), Certified Internal Auditor (CIA), Certified Government Auditing Professional (CGAP), Certified Fraud Examiner (CFE), Certified Information Systems Auditor (CISA) and/or Certified Inspector General Auditor (CIGA) certification(s). Also desirable: Considerable experience in Microsoft Office Suite (all programs) and previous experience in construction auditing and/or information technology control / application audits.

All employees of Palm Beach County may be required to work before, during and/or after a natural or man-made disaster or hurricane.

In accordance with Affirmative Action requirements of Sec. 503 of the Rehabilitation Act of 1973, as amended, and provisions of the Americans with Disabilities Act of 1990, the County provides reasonable accommodation. If you need a reasonable accommodation for interviewing or initial employment, please notify the Palm Beach County BCC Human Resources Department. EO/AA Employer M/F/D/V; (DFWP)