

## **Internal Auditor**

Range of Responsibility: Performs professional internal auditing work. Conducts performance, financial, compliance audit projects, and provides consulting services to the organization's management and staff. Maintains all organizational and professional ethical standards. Works under supervision with moderate latitude for initiative and independent judgment.

Education & Experience Requirements:

- Knowledge of and skill in applying internal auditing and accounting principles and practices, and management principles and preferred business practices.
- Knowledge of the Standards for the Professional Practice of Internal Auditing and the Code of Ethics developed by The Institute of Internal Auditors.
- Knowledge of industry program policies, procedures, regulations, and laws.
- Skill in collecting and analyzing complex data, evaluating information and systems, and drawing logical conclusions.
- Skill in using a computer with word processing, spreadsheet, and other business software to prepare reports, memos, summaries, and analyses.
- Skill in effective verbal and written communications, including active listening skills and skill in presenting findings and recommendations.
- Ability to establish and maintain harmonious working relationships with co-workers, agency staff, and external contacts, and to work effectively in a professional team environment

To apply, please submit resume to:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&jobId=213479&lang=en\\_US&source=CC2&cclid=19000101\\_000001](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=ee890b7a-c9a4-4880-b61b-79abf60f096e&jobId=213479&lang=en_US&source=CC2&cclid=19000101_000001)

Excellent benefits package, including 401 (k); immediate vesting.

EOE