

STATE OF NEVADA



BRIAN SANDOVAL
Governor

DEPARTMENT OF BUSINESS AND INDUSTRY

BRUCE BRESLOW
Director

FINANCIAL INSTITUTIONS DIVISION

GEORGE E. BURNS
Commissioner

**Announces a Recruitment for the Position of
Certified Public Accountant**

August 18, 2015

RECRUITMENT: The Nevada Department of Business & Industry – Financial Institutions Division (FID) is seeking qualified applicants for the position of Certified Public Accountant (CPA). This is an open competitive recruitment, open to all qualified persons. This is an unclassified position that is appointed by and serves at the pleasure of the Commissioner of FID.

AGENCY RESPONSIBILITIES: The mission of the Financial Institutions Division (FID) is to maintain a financial institutions system for the citizens of Nevada that is:

- Safe and sound;
- Protects consumers;
- Defends the overall public interest, and
- Promotes economic development.

The FID's goals and objectives to accomplish its mission include the efficient, effective and equitable licensing, examination and supervision of depository, fiduciary, and non-depository financial institutions.

NRS Titles 54, 55 & 56 contain the statutory mandates for FID's licensing, examination and regulatory supervision of:

Depository Institutions

- Bank NRS 657 to 668
- Credit Union NRS 678
- Savings and Loan Association NRS 673
- Thrift Company and Industrial Loan Corporation NRS 677

Fiduciary Institutions

- Retail Trust Company NRS 669
- Family Trust Company NRS 669A

Non-Depository Institutions

- Check-Casher, Deferred Deposit Lender, Title Lender, etc. NRS 604A
- Exchange Facilitator NRS 645G
- Collection Agency NRS 649
- Money Transmitter NRS 671
- Installment Lender NRS 675
- Debt Managers NRS 676A

LAS VEGAS
Office of the Commissioner
2785 E. Desert Inn Road, Suite 180
Las Vegas, NV 89121
(702) 486-4120 Fax (702) 486-4563

NORTHERN NEVADA
CPA & Examination Office
1755 East Plumb Lane, Ste 243
Reno, NV 89502
(775) 688-1730 Fax (775) 688-1735
Web Address: <http://fid.state.nv.us>

CARSON CITY
Licensing Office
1830 College Parkway, Suite 100
Carson City, NV 89706
(775) 684-2970 Fax (775) 684-2977

POSITION DESCRIPTION: The FID Certified Public Accountant (CPA) is primarily responsible for assisting the FID Commissioner, Deputy Commissioner and other staff with:

- The organization and management of the Financial Institutions Division, including directing and supervising administrative, operational and personnel activities of approximately 30+ staff located in Las Vegas, Nevada, and 3 examiner staff located in Reno, Nevada.
- Providing guidance and assistance to approximately 30 Division examiners (combined north and south) in the performance of their examination duties.
- Administering and enforcing financial institution provisions of Titles 54, 55 and 56 of the Nevada Revised Statutes and regulations. **The FID CPA has primary responsibility to advise and provide the Division with specific expertise in the application of Generally Accepted Accounting Principles (GAAP) to ensure the efficient, effective and equitable licensing, examination and supervision of depository, fiduciary, and non-depository financial institutions.**
- Developing and administering regulations, policies and procedures.
 - Provide accounting expertise to the research, development and implementation of examination policy and procedure.
 - Develop and update the internal control policies of the Division.
 - Monitor and test internal control practices and procedures of the Division.
 - Serve as Division's Safety Officer and Public Records Officer.
- Licensing various industry entities in accordance with statutes and regulations.
 - Assist in the review of applicants for licensure.
 - Review and analyze the financial statements of applicants for licensure. Review and analyze the financial statements of current licensees. Make written observations and recommendations to the Commissioner and other staff, as well as maintaining trend analysis of financial data.
 - Interface with and provide counsel and direction to licensing staff in order to facilitate and meet the objectives of various licensing processes.
- Corresponding with licensees and the general public, responding to inquiries on matters of accounting.
- Conducting examinations and investigations of licensed entities.
 - Where control of a licensee's business is taken over by the Commissioner, the CPA can be called upon to reconstruct the books of the licensee to determine the current financial condition of the institution and the condition of any trust accounts.
- Attending state and regulatory training.
- Facilitating administrative hearings and rulemaking proceedings.
- Developing, analyzing, presenting and fiscal management of agency budgets.
 - Provide input, projections and consultation for the Division's budgets.
 - Prepare financial models and alternatives for implementation of proposed statutes and regulations.
 - Make recommendations to the Commissioner as to appropriate audit trails and record keeping for internal budget accounts in line with legislative audit requirements.
- Developing, analyzing and projecting Division assessments (e.g. depository, CPA, Attorney General).
- Analyzing FID data as requested by the Commissioner or Deputy Commissioner.
- Establishing and maintaining a cooperative relationship with agencies of municipal, state, & federal government.
- Representing the Financial Institutions Division publicly, including media and public appearances, participating in industry and accounting organization related conferences, councils, associations, committees and workgroups, testifying before the Nevada Legislature, and coordinating and participating in public information campaigns.
- Defining and achieving the vision, mission, goals and objectives of the Financial Institutions Division that are performance driven and results oriented.
- Meeting the Performance Indicators established for the CPA position.

POSITION QUALIFICATIONS/REQUIREMENTS:

- Graduation from a four-year accredited university or college.
- Designation as a Certified Public Accountant, and maintaining the licensed designation.
- Hold an appropriate level of accounting experience commensurate with the duties and responsibilities of the position.
- Possess an appropriate level of management and supervisory experience commensurate with the duties and responsibilities of the position.
- Should not have an interest in, or be directly or indirectly connected with the management or affairs of any financial institution regulated by the FID.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED TO PERFORM THE POSITION FUNCTIONS:

- Demonstrated knowledge and experience in the performance of commensurate position responsibilities described by the duties/major responsibilities of the position.
- The ability to manage employees possessing specialized knowledge and skills.
- A general knowledge of audit and examination skills, and of generally accepted accounting principles (GAAP).
- Special project skills.
- Have excellent computer skills, with the ability to utilize and/or learn programs and applications used by the FID.
- Excellent verbal and written communications skills, with the ability to interface with staff, licensees, the public, legislators, and other municipal, state and federal regulators.
- The experience, skill and ability to write effective policy and procedure.
- The ability to work effectively and efficiently alone or within a group.
- The ability to do what is necessary to achieve organizational goals, while always maintaining integrity.

APPROXIMATE ANNUAL SALARY: Up to \$68,381.00

Salary range reflects retirement (PERS) contributions by both the employee and the employer. An employer paid contribution plan is also available with a reduced gross salary.

BENEFITS

The State of Nevada benefit package includes a retirement system, paid health, vision, dental, life and disability insurance; 11 paid holidays; and paid sick and annual leave. Other employee paid benefits such as a deferred compensation plan are also available.

POSITION LOCATION/TRAVEL: The position may be based in either **Reno or Las Vegas, Nevada.** Occasional in-state and out-of-state travel required.

LETTERS OF INTEREST AND RESUMES WILL BE ACCEPTED UNTIL THE POSITION IS FILLED

All letters of interest and resumes will be accepted on a first come, first serve basis. Hiring may occur at any time during the recruitment process.

SUBMIT LETTERS OF INTEREST AND RESUMES / DIRECT INQUIRIES TO:

Hope DiBartolomeo
555 East Washington, Suite 1400
Las Vegas, NV 89101
702-486-5413
dibart@admin.nv.gov

In subject line please reference: FID CPA

The State of Nevada is an Equal Opportunity Employer.