

PERFORMANCE AUDITOR
Position Announcement

Nevada Legislative Counsel Bureau
Audit Division
Carson City, Nevada

THE AUDIT DIVISION The Division conducts performance audits as part of the Legislature's oversight responsibility for public programs. The purpose of the audits is to improve state government by providing independent and reliable information about the operations of state agencies, programs, activities, and functions to the Legislature, state officials, and Nevada citizens. For additional information, please visit the Division website at www.leg.state.nv.us/audit.

POSITION DESCRIPTION The position involves conducting and/or assisting on performance audits of Nevada state government. Performance audits provide objective analyses of agency operations to improve effectiveness, economy and efficiency, or internal controls. Initially, this position will function as an assistant under the direction of an in-charge auditor. With experience, this position will serve as the in-charge auditor on performance audits responsible for all phases of the audit, and may include supervising staff. The in-charge auditor works under the guidance of an audit supervisor.

The position is located in Carson City, Nevada. A flexible work schedule is available in most cases, including a 4-day work schedule. Travel throughout the State may be required periodically.

QUALIFICATIONS The successful candidate must be a CPA, CIA, or have a Master's degree in accounting, business administration, public administration, or related field. If you are interested in this position but have not completed the certification or educational requirements, you must demonstrate your ability to attain one of these certifications during the probationary period.

KNOWLEDGE, SKILLS, AND ABILITIES Applicants should have strong analytical abilities and be proficient in both oral and written communications. Tact, persuasiveness, and ability to work with others is essential. Experience in performance or financial auditing and knowledge of auditing standards and techniques is desirable. Experience working with Medicaid programs is also desirable.

SALARY AND BENEFITS The approximate salary range for this position is \$66,628 to \$100,161 annually (Grade 41), under the employee-employer paid retirement option, based on experience. An increase in salary can be expected as auditors gain performance audit experience.

The position has state retirement and health insurance benefits. An excellent retirement program offers a secure, lifetime benefit, as well as disability and survivor benefits. An explanation of the retirement options and information regarding state retirement benefits may be accessed at www.nvpers.org. A description of the current health benefits available to all employees may be accessed at www.pebp.state.nv.us/all_plan_benefits.htm. Other optional benefits are available, including a deferred compensation program.

APPLICATION PROCESS This announcement will remain open until recruitment needs are satisfied. Applicants must submit the following:

- 1) Legislative Counsel Bureau Employment Application, available at the Legislative Counsel Bureau or at <http://www.leg.state.nv.us/App/CareerOpenings/Postings/LCB/LCBEmploymentApplication.pdf>;
- 2) Letter of interest describing qualifications;
- 3) Copy of college transcript(s); and
- 4) Current resume, including three references.

The above information may be mailed or e-mailed to:

Legislative Counsel Bureau, Administrative Division
Attn: Ken Kruse, Human Resources/Accounting
401 South Carson Street
Carson City, NV 89701-4747
kkruise@lcb.state.nv.us

A background check will be conducted on the candidate(s) selected for hire.

Please direct inquiries to Shannon Ryan or Jane Giovacchini at (775) 684-6815.

NOTE: The Legislative Counsel Bureau is an Equal Opportunity Employer and does not discriminate on the basis of race, creed, color, national origin, sex, sexual orientation, gender identity or expression, age, political affiliation or disability.