



AUDITOR
PERFORMANCE or INFORMATION SYSTEMS
Announcement for Positions

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(s) DESCRIPTION The positions involve 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, these positions will function as assistants under the direction of an in-charge auditor. With experience, these positions will serve as in-charge auditors on performance audits responsible for all phases of the audit, and may include supervising staff. An in-charge auditor works under the guidance of an audit supervisor.

These positions are located in Carson City, Nevada. A flexible work schedule is available in most cases, including a four-day work schedule. Travel throughout the state may be required periodically.

QUALIFICATIONS

Performance Auditor

The successful candidate must be a CPA; or have a Master's degree in accounting, business administration, public administration, or another business related field.

Information Systems Auditor

The successful candidate must have a Bachelor's degree in computer science, or an information system or business related field. Candidates must also have one of the following certifications: CISA, CISSP, CISM, CRISC. If you are interested in this position but have not acquired one of these certifications, you must demonstrate your ability and desire 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 audits and knowledge of auditing standards and techniques is also desirable.

SALARY AND BENEFITS The salary range for these positions is approximately \$59,700 to \$89,800 annually (Grade 41) under the employee-employer paid retirement option. Candidates brought in between this range can expect an increase in salary as they gain performance audit experience. The positions have state retirement and health insurance 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 and dental 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 Applicants must submit the following no later than January 29, 2016:

- 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) Cover Letter describing qualifications; and
- 3) Current resume.

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

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

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

Please direct inquiries to Jane Giovacchini or Doug Peterson 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.