



Audit Manager Internal Audit

Hiring Range: \$84,135 - \$99,019
Deadline: 11:59 p.m. December 27, 2020

Chesterfield County, Virginia (Richmond-Metro Area), a recognized leader and award-winning local government, is seeking an experienced, knowledgeable, and collaborative professional for the Internal Audit Department serving County Government and Chesterfield County Public Schools. Chesterfield, a suburban county of 437 square miles, is centrally located in the Commonwealth with a population of approximately 348,000 residents as of January 1, 2019. Chesterfield is one of fewer than 35 counties in the nation to hold AAA ratings from all three major bond rating agencies.

The Internal Audit Manager assists Management in developing, implementing, and managing the department's mission and programs, with the following responsibilities:

- Supervise and evaluate the work and development of professional staff;
- Perform complex analyses and audits, including special investigations and confidential matters;
- Manage performance audits and special projects to evaluate internal controls, key business risks, and compliance with state and federal rules and regulations, including related information technology systems and applications; includes project budget monitoring and reporting;
- Act as in-charge for complex audits of departments, programs, and activities;
- Develop audit objectives, timeframes, scopes and project budgets;
- Develop audit findings and recommendations, drafts final reports, and presents findings to management;
- Provide technical advisory and consultation services to County officials and management to reduce risk, strengthen controls, and improve performance;
- Active involvement with audit report preparation and review; and
- Perform other work as required.

Successful candidates should possess the following qualifications:

- Strong interpersonal skills to develop and maintain effective working relationships;
- Effective leadership ability to effectively accomplish projects with Internal Audit management and staff;
- Excellent communication skills – both verbal and written;
- Skill in organizing resources, establishing priorities, project management, and problem-solving;
- Considerable knowledge of Generally Accepted Government Auditing Standards (GAGAS), Generally Accepted Accounting Principles (GAAP), and other recognized auditing and accounting practices used by municipal, county, and other local governments;
- Knowledge of information systems auditing, information security, and internal control frameworks such as COBIT and COSO;
- Strong analytical skills, including experience with data extraction and analysis tools;
- Experience in interpreting and evaluating complex financial statements, systems, reports, internal controls, policies and procedures; and

- Proficient computer skills (Windows, Microsoft Office applications, and audit management software) and operation of other standard office equipment.

Successful candidates will possess a bachelor's degree in accounting, finance, business or public administration, or a related field (master's degree preferred); minimum of seven years of progressively responsible experience in accounting, financial and/or internal audit (preferably government experience) including a minimum of three years supervisory experience; or an equivalent combination of training and experience. Certification as a Certified Public Accountant (CPA) or Certified Internal Auditor (CIA) is required.

Good driving record required. Based on the Virginia DMV point system, record must not reflect a total of six or more demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Out of state driving records must be obtained by the applicant and presented at time of interview. Record must reflect at least three years of history and be dated within 30 days of interview date. **Pre-employment drug testing, an extensive background investigation including fingerprinting for an FBI criminal check and education/degree verification are required.** No routine travel required.

The hiring range for this position is \$84,135 – \$99,019. **Please list all professional certifications in the "Certifications/Licenses" section of the application.**

A Chesterfield County application is required and must be submitted online by deadline. Visit chesterfield.gov/careers to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity