

STATE OF TENNESSEE



TREASURY DEPARTMENT

STATE CAPITOL
NASHVILLE, TENNESSEE 37243-0225

Assistant Audit Director

The Tennessee Department of Treasury impacts the lives of Tennesseans every day. We safeguard Tennessee taxpayer dollars, teach citizens to make financial decisions, manage approximately \$50 Billion in assets in house for the State of Tennessee pension fund, provide retirement coverage to State employees, and return abandoned property.

DESCRIPTION:

Internal Audit assists management with achieving agency goals and objectives by conducting assurance and consulting services to identify areas where Treasury can improve operations and manage risk.

RESPONSIBILITIES:

- Assisting with the development and execution of the annual audit plan
- Completing departmental and functional area risk assessments
- Supervising staff on audits of divisional structures, controls, policies and procedures and investigations
- Prepare written reports according to Internal Audit division standards
- Oversee continuous staff development of data analysis and internal audit capabilities
- Performing data analysis and continuous auditing using Audit Command Language (ACL) software and related Governance, Risk & Compliance (GRC) reporting structure
- Ensure the Treasury's records and performance meet the requirements set forth by rules and regulations, State of Tennessee Statutes, Audit Committee guidelines, Generally Accepted Accounting Principles (GAAP) and the Institute of Internal Auditor's *Code of Ethics* and *Standards for the Professional Practice of Internal Auditing* (SPPIA)

MINIMUM QUALIFICATIONS:

- Must have previous supervision and development experience of staff level employees.
- Must have experience using ACL to complete projects involving continuous auditing and continuous monitoring.
- Solid knowledge in all areas of accounting, auditing and data analysis with the ability to work independently.
- Graduation from an accredited four-year college or university with a major in Accounting, Finance, or Computer Sciences.
- 5-7 years of similar or related experience is required.
- Certification in one of the following areas is required: Certified Public Accountant (CPA), Certified Internal Auditor (CIA) or Certified Fraud Examiner (CFE).

To apply, submit your resume to: Treasury.Resumes@tn.gov

The State of Tennessee is an Equal Opportunity Employer.