



New York City Employees' Retirement System Job Vacancy Notice **CITYWIDE**

Civil Service Title: Management Auditor, Level 2

Salary: \$62,968 - \$72,413 (Annual)

Title Code: 40502

Division: Internal Audit

Job Description:

The New York City Employees' Retirement System seeks to hire an experienced Management Auditor, Level 2. Under the direction of the Director of Internal Audit and with varying degrees of latitude for independent judgment and initiative, the ideal candidate will serve as lead auditor in complex and difficult financial, operational audits, including reviews of information technology (IT) systems, using statistical sampling techniques, financial analysis and other data. This position requires confidence and the ability to take responsibility for decisions.

Evaluate general controls and provide value added feedback. Test compliance with those controls.

Assist in the review of policies and procedures.

Ensure that IT and business audit work performed, and relevant supporting documentation complies with professional auditing standards.

Prepare audit reports.

Preferred Skills and Experience:

A baccalaureate degree from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) including or supplemented by 24 semester credits in accounting, including one course each in: advanced accounting, auditing, and cost accounting; and one of the following:

- Two year of full-time satisfactory experience in management auditing, financial auditing, and/or information technology (IT) auditing; and
- A valid Certified Information Systems Auditor (CISA) issued by Information Systems Audit and Control Association (ISACA); or
- A valid Certified Public Accountant license issued by the New York State Education Department; or
- A valid Certified Internal Auditor certificate issued by the Institute of Internal Auditors (IIA)

A satisfactory combination of education and/or experience equivalent to the above.

MINIMUM REQUIREMENTS ARE ATTACHED

New York City residency is required.

NYCERS is an Equal Opportunity Employer

Internal candidates must have been rated a satisfactory or better on their last annual evaluation.

Applicants must be permanent Management Auditor or reachable on the Management Auditor Exam No. 6017 List.

TO APPLY FOR CONSIDERATION, PLEASE FORWARD A COVER LETTER INDICATING Job ID number 009-20-0014 AND A COPY OF A CURRENT RESUME TO:

CITY EMPLOYEES: Employee Self Service (ESS). www.nyc.gov/ess. Search for Job ID#: 410990

ALL OTHER APPLICANTS: www.nyc.gov/careers/search. Search for Job ID#: 410990

DATED: 9/9/2019

POST UNTIL: 9/24/2019

NYCERS POSTING NUMBER:
009-20-0014



Minimum Qualification Requirements:

1. A baccalaureate degree from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) including or supplemented by 24 semester credits in accounting, including one course each in: advanced accounting, auditing, and cost accounting; and one of the following:

(A) one year of full-time satisfactory experience in management auditing, financial auditing, and/or information technology (IT) auditing; or

(B) a valid Certified Public Accountant license issued by the New York State Education Department; or

(C) a valid Certified Internal Auditor certificate issued by the Institute of Internal Auditors (IIA); or

2. A satisfactory combination of education and/or experience equivalent to "1" above. Education and/or experience may be substituted as follows:

(A) two years of full-time satisfactory experience in financial or managerial accounting may be substituted for the one year of experience described in "1(A)" above;

(B) undergraduate or graduate credits from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA) in management, computer science, public administration, and/or business administration may be substituted for up to 9 semester credits in accounting, on a credit for credit basis.

However, all candidates must have a baccalaureate degree including or supplemented by 15 semester credits in accounting, including one course each in advanced accounting, auditing, and cost accounting, and one of the following: at least one year of the experience described in "1(A)" above or its equivalent; or a Certified Public Accountant license; or a Certified Internal Auditor certificate, as described in "1(B)" or "1(C)" above.

To be eligible for placement in Assignment Level II individuals must have, in addition to meeting the minimum requirements, at least one year of experience as a Management Auditor - Assignment I or at least two years of experience in management auditing, financial auditing, and/or information technology (IT) auditing.

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

Note:

This position is open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate on your resume or cover letter if you would like to be considered for the position under the 55-a Program.