

STATE OF TENNESSEE



TREASURY DEPARTMENT

STATE CAPITOL
NASHVILLE, TENNESSEE 37243-0225

Internal Auditor 4

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 Dollar 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:

- Assists with the department of the annual audit plan.
- Investigates irregularities and recommends corrective actions.
- Conducts audits of operations, reviews of divisional structures, controls, policies and procedures.
- Conducts departmental and functional area risk assessments.
- Supervise audit staff during the planning and performance of internal audits.
- Prepares written reports according to Internal Audit division standards.
- Performs data analysis and continuous auditing using Audit Command Language (ACL) software and related Governance, Risk & Compliance (GRC) reporting structure.
- Ensures 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 an advanced knowledge of Audit Command Language (ACL), spreadsheets and word processing software.
- 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.
- Certified Public Accountant (CPA) is required, Certified Internal Auditor (CIA) or Certified Fraud Examiner (CFE) is preferred.

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

The State of Tennessee is an Equal Opportunity Employer.