



THE CITY OF SAN DIEGO

The City Auditor is seeking experienced government auditors to assist with performance audits of City departments, offices, agencies, and programs

JOB DESCRIPTION

Principal Auditors perform challenging and innovative work to improve the economy, efficiency, and effectiveness of City government services and programs. This position requires the ability to collect, compile, analyze, interpret and present data, and draft audit findings. In the City of San Diego, Principal Auditors:

- Audit City programs, departments, budgets, and complex processes to identify areas of efficiency and effectiveness.
- Identify areas of risk and evaluate the adequacy of applicable internal controls.
- Develop and execute audit programs to identify and document areas for improvement.
- Conduct audit planning and field work, and document audit steps and working papers.
- Use specialized data analysis techniques and approaches to analyze agency performance.
- Apply knowledge of local government, budgeting, public policy, and generally accepted governmental auditing standards.
- Develop and communicate audit findings, including developing recommendations to address audit issues.
- Write reports to the San Diego City Council identifying audit findings and recommendations.
- Maintain a professional rapport with management and work to ensure recommendations are implemented.

Minimum qualifications include any combination of training and experience equivalent to completion of advanced undergraduate coursework in accounting, business or public administration or related field from an accredited college or university with at least eighteen semester units of accounting, finance, economics, or policy analysis; and two years of professional performance auditing, analytical or policy work experience. An advanced degree or professional certification may be substituted for the required years of professional experience. Proficiency in MS Word, Excel, PowerPoint, and Access is required. Advanced data analysis skills are highly desirable.

Interested candidates should send a résumé and cover letter to:

Eduardo Luna, City Auditor, 1010 Second Avenue (East Tower), 14th Floor, San Diego, CA 92101.

Phone: (619) 533-3026, Fax: (619) 533-3036, E-mail: EduardoL@sandiego.gov

OUR ORGANIZATION

The Office of the City Auditor is a newly created office charged with providing audit services to promote accountability to the public and to improve the economy, efficiency, and effectiveness of our City government. The Office of the City Auditor is an independent office that reports to the City Council's Audit Committee. Through performance audits, financial audits, and special investigations, the Office of the City Auditor provides essential information to assist the City Council in its decision-making process. The Office of the City Auditor also provides valuable information to City management and the general public. Our mission is to independently assess and report on City operations and services while providing objective and technically correct information.

SALARY & BENEFITS

Annual salary commensurate with experience. We offer a comprehensive benefit and retirement package including annual leave and 10 paid City holidays. Health and dental packages are also included. This position is part of the City's unclassified series.

