



## CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Associate Management Auditor
- **Working Title:** Telework Option: Auditor
- **Salary:** \$5,934.00 - \$7,803.00 per month
- **Final Filing Date:** 06/08/22
- **Work Type/Schedule:** Permanent Full time
- **Location:** Sacramento County

**This position is eligible for full-time telework under Government Code 14200 for eligible applicants residing in California.**

### **Job Description:**

Under direction of the Staff Management Auditor (SMA), the Associate Management Auditor (AMA), is responsible for a full range of journey level duties, including financial, performance, and compliance audits of department financial data. Independently performs or acts as a team lead developing audit programs and performing audits to determine whether financial history is accurate and true. Information will be gathered from financial reporting systems (CALSTARS and FI\$Cal), account balances, cash flow statements, income statements, balance sheets, and internal control systems. Performance of job duties may require travel in the field and throughout California.

### **Desirable Qualifications:**

- Knowledgeable of the state accounting process including FI\$CAL.
- Knowledgeable of Generally Accepted Accounting Principles.
- Knowledge and understanding of California's budgeting and accounting policies and regulations.
- Knowledge of Governmental Auditing Standards (Yellow Book), Internal Auditing Standards (Red Book) and other appropriate standards.
- Knowledge of auditing techniques including performance, financial, and compliance auditing; and methods of auditing through information technology systems.
- Ability to plan, analyze, and translate technical results into oral or written format understandable for non-auditors.
- Ability to make sound decisions, work under changing priorities and on multiple tasks
- Excellent organization, time management, customer service, and interpersonal skills
- Excellent verbal and written communication skills

Please click [here](#) to apply.