



Dr. Freida H. Hill
Chancellor

Department of Postsecondary Education
Post Office Box 302130
Montgomery, AL 36130-2130
t 334.293.4500
f 334.293.4505
www.accs.cc

AUDIT MANAGER

The Alabama Department of Postsecondary Education is accepting applications for the position of Audit Manager. The Audit Manager partners with the Audit Director and Alabama Community College System management in development of annual risk assessment and assists in developing the annual audit plan. The Audit Manager schedules audits with various clients within the System and supervises audit works (providing training as needed) to carry out the annual plan; assures follow up of external audit issues for proper resolution; monitors federal program compliance; and participates in entrance and exit conferences. Qualifications include Master's degree in Accounting and/or related field of study; five years of supervisory experience in performing audits; reviewing and reporting on audit findings; designing workflow procedures and training (governmental auditing and/or accounting experience preferred.); working knowledge of Generally Accepted Accounting Procedures, Generally Accepted Governmental Auditing Standards, and Standards for the Professional Practice of Internal Auditing; proficiency in Word, Excel, Visio, and PowerPoint; ability to read, comprehend, and interpret federal and state laws and regulations and Board policies and guidelines; and knowledge of English grammar and usage appropriate for business communications and reporting. Salary commensurate with experience. Applicants must submit a cover letter addressing qualifications, a current resume, and Department application to the Human Resources Division, Alabama Department of Postsecondary Education, Post Office Box 302130, Montgomery, Alabama 36130-2130. Faxed or emailed applications will not be accepted. An application form may be downloaded at www.accs.cc/, "Employment Opportunities." For more information call (334) 293-4602 or e-mail vicki.strength@dpe.edu. Applications must be received no later than 5:00 p.m. Friday, January 6, 2012. The Alabama Department of Postsecondary Education is an Equal Opportunity Employer.