

EDMONTON

Deputy City Auditor Job Number: 6342

The City of Edmonton's Office of the City Auditor is seeking a Deputy City Auditor to help lead the internal auditing services of City Programs and Agencies and to help ensure the public receives value for money in all processes and activities undertaken by City departments.

As a collaborative and highly effective team player, the Deputy City Auditor will focus on building and maintaining stakeholder relationships while ensuring ongoing compliance to the ***International Standards for the Professional Practice of Internal Auditing***.

As the Deputy City Auditor you will:

- Provide expert advice on continuously improving the effectiveness of the City of Edmonton's risk management, control and governance processes through effective communication with City of Edmonton management, City Council and the Audit Committee
- Act as a project manager on several projects simultaneously, providing oversight on the projects and performing quality assurance reviews to ensure each project complies with applicable standards and guidelines. You will also ensure project results are being presented in a clear and concise manner
- Participate in the development of the Office of the City Auditor Annual Work Plan and staffing decisions to ensure the timely completion of the plan
- Empower staff and work with them to deliver efficient and effective services to the City that fulfill the requirements set out in the City Auditor Bylaw and the Office of the City Auditor's mission and goals, helping to maintain an environment of high performance, innovation and embracing of change
- Lead the continuous improvement of the Office of the City Auditor's guidelines and procedures
- Assist in the management of the City's Fraud and Misconduct Hotline

For more information regarding the Office of the City Auditor, please go to:

http://www.edmonton.ca/city_government/city_organization/city-auditor.aspx

Qualifications:

- A university degree (or equivalent) in business, engineering, or computer science
- Post-graduate degrees or other applicable designations (CA, CMA, CGA, P.Eng.) are desirable
- Recognized Professional Internal Auditing Accreditation is desirable (CIA, CISA, CCSA, CGAP, CFE)
- Demonstrated 12+ years of progressively complex experience in audit, a related technical field, operational management or a combination of those experiences. An applicable postgraduate degree or certification may be considered to be equivalent to up to two years of experience
- Proven knowledge of generally accepted accounting principles and auditing standards as they relate to both government and industry
- A working knowledge of organizational theory, risk analysis, management concepts, finance, economics, information technology auditing, and engineering would be an asset
- Ability to work both independently with minimal supervision and on project teams is required
- Strong verbal and written communication and interpersonal skills
- Ability to work effectively with all levels within the City (Council, management, unions, and staff) and with external organizations

Hours of Work: 36.9 hours per week, Monday - Friday. Hours of work may be subject to the terms and conditions of a variable hours of work program.

Salary Range: 91M, Salary Grade: ML4, \$98,900.00 - \$141,285.00 (Annually), subject to economic increase.

Note: Applicants may be tested.

General:

- The City of Edmonton thanks applicants for their interest in this opportunity. Candidates considered for the position will be contacted.
- We are an equal opportunity employer. We welcome diversity and encourage applications from all qualified individuals.

The Province of Alberta is a party to the federal Agreement on Internal Trade, the Trade, Investment and Labour Mobility Agreement with British Columbia, and the New West Partnership with British Columbia and Saskatchewan. All of these agreements promote labour mobility between the provinces. Applicants may obtain information regarding recognition of extraprovincial credentials at www.tilma.ca.

Human Resources Consultant: EC/MC

Posting Date: Jan 31, 2011

Closing Date - 11:00pm on: Feb 25, 2011

Number of Openings (up to): 1 - Permanent Full-time

Union: Management

Department: Office of the City Auditor

Work Location(s):

Chancery Hall, 10th Floor (283)

3 Sir Winston Churchill Square

Edmonton, T5J 2C3



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Edmonton

Want to apply? Need more details? Visit www.edmonton.ca/careers

Use our easy online system to complete all application requirements immediately and efficiently.

Applicants applying by fax (780)496-8063 or by mail/drop-off at the Employment Centre, Main Floor, City Hall, #1 Sir Winston Churchill Square, Edmonton, AB T5J 2R7, will be forwarded necessary application documents.