

## SENIOR AUDITOR/INSPECTIONS

### Tennessee Valley Authority – Office of the Inspector General

<b>Opening Date:</b>	June 25, 2004
<b>Closing Date:</b>	August 6, 2004
<b>Salary Range:</b>	\$64,000 - \$119,000
<b>Position Location:</b>	Chattanooga, Tennessee (Relocation benefits are provided)
<b>Number of Available Positions:</b>	One or more

**FUNCTIONAL STATEMENT AND PURPOSE:** The Tennessee Valley Authority has an immediate vacancy in its Chattanooga, Tennessee, office for a senior auditor with 7 or more years of experience covering the areas of auditing and inspection type projects. We are looking for an individual that has a performance audit and/or inspections background for a varied and challenging role within the OIG. He or she will exhibit meticulous attention to detail, have very good interpersonal skills, good communication skills, have leadership skills, possess a high level of acumen, and be a team player. The candidate must be able to work with cross-functional teams, team with less experienced auditors providing guidance and leadership, and display drive, self motivation and resilience. If you are serious about your audit career this could be the opportunity you are seeking.

Under the general guidance of the Manager of Evaluations and Special Inquiries, the successful candidate will be responsible for playing a leading role in the conduct of performance audits and/or inspections of TVA's ongoing operations, capital projects, financial activities, contract and procurement activities to provide the IG with an independent assessment and proof of the possibility of fraudulent and/or other inappropriate activities, the propriety and efficiency of control structures, and the efficiency/adequacy of TVA's business processes. He/she will be able to extract data from TVA, vendors, and other external company systems for analysis and audit testing, effectively interview operational management, draft audit/inspection scope documents, audit programs, write audit/inspection reports, and handle multiple concurrent tasks and assignments. Projects involve sensitive matters.

Plans and conducts operational, performance, financial, and financial-related audits/inspections and other audit-related reviews designed to (1) promote the economy and efficiency of TVA operations and (2) prevent waste, fraud, and abuse.

#### MINIMUM QUALIFICATIONS

- Bachelor's Degree from an accredited college or university in accounting, finance, or closely related field supplemented by postgraduate course work in auditing, information systems auditing, financial or business process analysis. Advanced degree such as M.S.A. or M.B.A. in accountancy preferred.
- Minimum of 7 years of audit experience in performance auditing, audit consulting projects, or audit/inspections.
- Experience in utilizing Financial Accounting Standards Board (FASB) pronouncements, Generally Accepted Accounting Procedures (GAAP), and Generally Accepted Auditing Standards (GAAS).
- Demonstrated excellence and positive contribution in performing audit duties. Supervisory experience a plus.
- Demonstrated experience in conducting financial analysis, operational reviews, and fraud detection.
- Demonstrated ability to communicate orally and in writing, logical thinking, quantitative analysis, and comprehension of written information.
- Three or more years experience with a Big 4 (or former Big 8) accounting firm, or the internal auditing department of a Fortune 500 company is required.
- Experience with the power, utility, energy, pipeline or rail transportation industry is highly desirable.

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- Applicant must possess an audit-related certification or license, i.e., CPA/CIA/CFE/CMA.
- Experience in identifying key control points of systems, process mapping or flow charting is desired.
- Experience in an IG organization is desirable.
- Knowledge of the engineering and construction industry preferred.
- Experience in contract administration is desirable.
- Proficient in office automation and computer-assisted audit techniques, and statistical analysis and sampling techniques.
- Employment is subject to successful completion of a physical, drug screening, and background investigation.
- Position requires regional travel, and being able to travel on short notice is mandatory.
- Must possess a valid driver's license.
- Must be a U.S. Citizen.

#### **FUNCTIONAL ACCOUNTABILITIES**

- Lead complex performance audits and inspections and develops workplans designed to accomplish objectives. Completes audits/inspections and audit/inspection steps in compliance with policies, procedures, and appropriate audit/inspection standards. Provides leadership, staff development, and mentoring to other auditors on the team.
- Will conduct ten to twelve performance audit and/or inspections engagements annually.
- Ensures that detailed audit/inspection work is effectively focused on areas assessed as high risk, thus ensuring maximum payback from the assignment.
- Verifies compliance with TVA policies and procedures.
- Utilizes computer-assisted audit/inspection techniques, and statistical analysis and sampling techniques. Prepares written summaries of audit work performed and conclusions made.
- Occasionally performs quality control reviews to ensure audits/inspections comply with general auditing/inspection standards and support findings and recommendations.
- Perform data collection and analysis of records in accordance with audit/inspection program requirements.
- Conduct entrance conference, exit conferences, and interviews. Prepares interview write-ups and summary write-ups that are clear and concise.
- Able to guide and direct other professionally competent auditors in a variety of assignments.

#### **TO BE CONSIDERED FOR THIS POSITION YOUR RESPONSE MUST INCLUDE**

- The types of audits and inspections conducted.
- Your capacity or position in these activities (e.g. senior auditor, senior internal auditor, etc.)
- The types of entities for whom these tasks were performed (e.g., power, utility, energy, pipeline or rail transportation industry).
- The types of audit/inspection standards utilized.

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#### HOW TO APPLY

Please submit the following:

- Resume, to include types of audits conducted, standards used, role of involvement in the conduct of the audit, and the type of entity for whom the audit was performed
- training record, certifications, and professional affiliations.

#### WHERE TO SUBMIT APPLICATIONS

- Mail to:

Tennessee Valley Authority  
Office of the Inspector General  
400 West Summit Hill Drive, ET 4C  
Knoxville, Tennessee 37902  
Attn: Human Resources

- or submit electronically to:

[oiicareers@tva.gov](mailto:oiicareers@tva.gov)