

Senior Internal Auditor

Full-time employment opportunity with a dynamic and multi-faceted resource for economic development in the St. Louis region.

About Us

Since 1950, we have partnered with private and public organizations on hundreds of projects that have created thousands of jobs on both sides of the Mississippi River.

BSD operates with a focus on making a positive impact on the region and the nation, better connecting the Bi-State area to the rest of the world. We are impacting neighborhoods, large and small, in Illinois and in Missouri, with investments that are shaped by our unique perspective of the region and its potential.

Why Work Here

- Work for a company that strives to make a positive impact in the region
- Earn competitive salary
- Gym Discounts with Club Fitness and OneLife Fitness at Ballpark Village
- 24 hour access to our 9 onsite gyms
- Wellness program that provides free health screenings
- Discounted Cell Phone service
- Free MetroLink and MetroBus access
- Medical, Dental, Vision coverage effective on your 1st day
- 4 weeks earned PTO
- Your Birthday is a floating holiday
- Company sponsored 401k plan
- Employee assistance program
- Bi-State Development is an eligible employer for the Public Service Student Loan Forgiveness program

The Role

The Senior Internal Auditor is an advanced professional internal audit position required to perform audits of greater than normal complexity. Work involves the examination and evaluation of management activities to help ensure the reliability and integrity of information; compliance with policies, plans, procedures, laws and regulations; the safeguarding of assets; the economical and efficient use of resources; and the accomplishment of established goals and management objectives.

Responsibilities

The Senior Internal Auditor conducts or participates in audits, reviews, investigations, and management studies; provides managerial assistance on selected tasks and projects; and performs other internal control related tasks. Work is assigned by a superior and periodically reviewed while in progress, often in meetings, oral presentations and/or written reports. Responsibilities Include:

- Following budget constraints for audit engagements to ensure all work is completed work in a timely fashion.
- Developing audit programs necessary to promote effective audit coverage.
- Conducting entrance/exit conferences to ensure that audit objectives have been clearly and completely set forth to the auditee before the audit and to discuss audit findings, recommendations and comments with auditee.
- Collecting, analyzing and evaluating data and information pertaining to accounting practices, program operations, financial reporting and internal controls to gain a firm understanding of all aspects of the auditee and to use as a tool of comparison for what is actually done in light of established policy and procedures.
- Determining cause-effect relationships by identifying and documenting the root cause of problems and inconsistencies.
- Developing recommendations to improve the operations and compliance with established policies and procedures.
- Evaluating the effectiveness of recommendations or other corrective actions implemented by conducting follow-up monitoring activities.
- Performing all fieldwork in a competent and professional manner.
- Preparing work-papers to provide evidential support for findings, observations and related recommendations.
- Preparing and/or reviewing a detailed audit report including recommendations and comments material and relative to reflect the adequacy of findings and the auditee's response.
- Conducting "Special Investigations" of sensitive and/or confidential circumstances that must be carried out discreetly, effectively and efficiently.
- Developing quality improvements and alternatives to ensure timely, effective realization of the Internal Audit Department's audit plan and objectives.
- Performing research of the audit field and public transportation industry to gain knowledge of practices and current events, which might affect the Department or Agency.
- Assisting external auditors with work related to the annual Agency audit.
- Performing other duties and related work as required.

Knowledge, Skills, & Abilities

- Thorough knowledge of modern management theory and practice, with particular emphasis on internal controls, and information systems controls.
- Knowledge of the theory and practice of governmental internal auditing, Government Auditing Standards (The Yellow Book), OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, Institute of Internal Auditors Professional Standards, and Federal Transit Administration Transit Rail Safety and Security Audit Requirements.
- Knowledge of governmental, non-profit fund accounting.
- Knowledge of forensic and investigative accounting techniques
- Knowledge of Oracle, Kronos, ACL, Word, Excel, Access, PowerPoint, and the ability to produce statistical analysis, audit reports and presentations.
- Ability to objectively analyze agency functions, policies and procedures.
- Ability to communicate effectively, through written audit reports and in oral presentations to Management.
- Ability to work nights, weekends, holidays, and special events.
- Ability to work independently or as part of a team.

- Ability to serve the public and fellow employees with honesty and integrity in full accordance with Metro’s Mission Statement and established policies.
- Ability to establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, sex, disability, political affiliation or sexual orientation.
- Ability to instruct and train others in audit techniques.

Education

Degree: Bachelor’s Degree or Master’s Degree
At least one audit related certification required (CPA, CIA, CISA, etc.)

Field: Accounting, Business Administration, Public Administration, or related field.

Experience

Years: Three – Five (3-5) years required.

Field: Governmental Auditing experience preferred.

Bi-State Development is committed to providing an Equal Employment Opportunity experience for all employees, applicants, vendors and customers with an environment free of discrimination, harassment, and retaliation.