Finance Job Function

IS Auditor V
Grade: 59
Job Code: F0459P
Job Family: Audit
Job Family Matrix: [Audit (Finance) Matrix](#)

Summary
Plan, organize and direct information systems audits throughout the University. Evaluate operational, business, and technical risks and act as a lead consultant making recommendations on complex issues. Support audit management in providing guidance and direction to audit staff.

Core Duties
- Plan, design, and manage all assigned audits in accordance with departmental guidelines and professional standards for the practice of information systems auditing
- Define the scope and objectives of the audit based on analytical auditing procedures and reviews of the auditees' business.
- Communicate audit specifics to auditee to ensure scope, objectives, status and other details are understood
- Ensure all issues and opportunities are brought to the attention of the appropriate, responsible individual and corrective actions are discussed
- Perform pre-implementation reviews of the major computer based systems
- Advise management in understanding the key security and other internal control points that should be incorporated into new systems
- Participate in user groups, task forces, and committees as appropriate to develop an understanding of evolving technology initiatives
- Provide training, guidance and supervision to IS auditors to ensure audit objectives are met
- Responsible for creating and updating audit programs as needed
- Inform audit manager of progress of audits, major findings, and problems encountered
- Contribute to audit Universe definition, University-wide risk analysis, annual audit plans, and departmental IT training programs
- Ensure financial compliance with University policies and procedures and applicable legal rules and regulations

Basic Qualifications
- Bachelor's degree or equivalent work experience required
- Minimum of 8 years' experience in information systems or information systems audit role

Additional Qualifications and Skills
- Knowledge of Microsoft Office Suite, advanced excel skills
- Advanced knowledge of centralized and distributed systems, network protocols, project and systems management methodologies, and security controls
- Knowledge of major types of IS Audits including application reviews and technical audits

Certificates and Licenses
- Certified Information Systems Auditor preferred

Physical Requirements

Working Conditions
- Work is performed in an office setting
- Frequent travel to other sites across the University is required