

## NYC OFFICE OF THE COMPTROLLER

### JOB VACANCY NOTICE

**Title:** Manager – Engineering Audit

**Salary:** \$100,000 - \$120,000

**Bureau/Division:** Audit/Engineering

**Period:** June 2, 2015 – Until Filled

### JOB DESCRIPTION

The New York City Comptroller's Office seeks a creative Engineering professional for the position of Manager, Engineering Audits to plan, execute and oversee a wide variety of audits of New York City government engineering projects. The Manager will lead the Audit Bureau's engineering group, which conducts audits of City agencies' construction and capital programs, activities, and contracts. The ideal candidate will have experience in the fields of construction, project or construction management, and prior audit experience.

The Comptroller's Office Audit Bureau is responsible for conducting audits in accordance with Generally Accepted Government Auditing Standards and other analyses of City-funded operations in accordance with the New York City Charter.

Under the direction of the Director, the responsibilities of the Manager, Engineering Audit include but are not limited to the following:

- Develop a strategic planning and assessment process for the identification and prioritization of potential engineering audits;
- Evaluate the need for audits and audit plans among City government engineering projects, and direct the development of audit programs;
- Oversee audits of complex engineering projects and contracts, their procurement, management, oversight and performance;
- Manage a team of auditors, including engineers and architects; set goals and schedules for completion of audit assignments;
- Develop audit procedures necessary to meet audit objectives and compliance with government auditing and professional engineering standards;
- Oversee the research of contracts and other engineering matters of complex or highly technical nature;
- Undertake analysis based on inspections, cost estimates, contract interpretation and delay/impact studies;
- Interact with senior level personnel of the City as well as private construction, consultant and legal firms; and perform other related assignments as required.

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## QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college in engineering, architecture, or a closely related field and five years of full-time satisfactory experience in the planning, administering or expediting of engineering design, and/or construction, or coordinating a very large engineering project, two years this experience must have been in an administrative, managerial, executive or supervisory capacity; **or**
2. Education and/or experience equivalent to "1" above. An accredited Master's degree in one of the disciplines described in "1" above, a law degree, or a valid New York State license as a Professional Engineer or Registered Architect may be substituted for one year of the required experience. However, all candidates must have at least two years of the administrative, managerial, executive or supervisory experience as described in "1" above.

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## PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Clearly demonstrated experience in engineering contract procurement and administering construction projects;
- Experience in conducting audits of New York City government engineering projects;
- Experience in managing teams of engineering auditors in conducting audits;
- A valid New York State Professional Engineer's or Registered Architect license is desirable;
- Experience/exposure to Generally Accepted Government Auditing Standards (GAGAS);
- Some coursework in accounting, management, business, economics, or a related field is also desirable;
- Excellent analytical, interpersonal, communication and organizational skills (including Microsoft Office Suite proficiency).

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**TO APPLY, GO TO:** Employment Opportunities at [www.comptroller.nyc.gov](http://www.comptroller.nyc.gov)

**Certain residency requirements may apply.** We appreciate every applicant's interest; however, only those under consideration will be contacted.

**Note:** Vacancy notices listed as "Until Filled" will be posted for at least five work days.

<b>POSTING DATE:</b> June 2, 2015	<b>POST UNTIL:</b> Until Filled	<b>JVN:</b> 015/015/070
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**The NYC Comptroller's Office is an Equal Opportunity Employer**