

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Audit Supervisor (Information Technology Audits)
Salary:	\$75,000 - \$ 90,000
Bureau/Division:	Audit / IT Auditing
Period:	August 18, 2016 - Until Filled

JOB DESCRIPTION

The Audit Bureau is responsible for conducting audits and other analyses of City-funded operations in accordance with the New York City Charter and generally accepted government auditing standards. The Information Technology (IT) Division within the Audit Bureau plans and executes a wide variety of audits of New York City government IT systems, projects, and contracts (systems implementation, infrastructure design, cloud-based services, information/cybersecurity, compliance, etc.). These audits are designed to assess the efficiency and effectiveness of agency operations, system functionality, and agencies' network and security posture, as well as IT projects and contracts, and to make recommendations for improvements as needed.

Under the direction of the Manager of IT Audits, the IT Audit Supervisor's responsibilities include:

- Supervising and coordinating the work of one or more audit teams within the division and ensuring the timely progression of the audits;
- Working closely with staff auditors to identify audit criteria, assess internal controls, and develop all five elements of a finding as appropriate;
- Reviewing assignments, work papers, memos, and letters; drafting audit reports for accuracy and quality assurance;
- Developing IT audit plans, programs, and reports, including research and analysis of agencies' capital IT programs, IT contract compliance, IT systems and IT security programs, including an evaluation of governance, risk, and compliance (GRC), security architecture, policies and procedures, incident handling, awareness training, disaster recovery, and business continuity;
- Reviewing and conducting tests of internal controls for audits and investigations of IT, telecommunications and other technical services related projects;
- Overseeing fieldwork to gather and/or verify information and ensuring all procedures and testing necessary to meet audit objectives take place;
- Acting as the IT Audit Division's representative in the field and as liaison between the Comptroller's Office and the agency/entity being audited;
- Seeking self-improvement through education, certification, training, and staying abreast of current and emerging technologies; and
- Performing special studies or other assignments as may be required.

MINIMUM QUALIFICATION REQUIREMENTS

BA/BS degree from an accredited college, including or supplemented by a minimum of 24 credits in computer science or a related computer field and three (3) or more years of progressively responsible experience in field of IT Auditing or a closely related field.

PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Demonstrated experience with IT audits, IT controls assessment, systems implementation or IT security administration;
 - Experience with PII, PCI-DSS, HIPAA, NIST, ISO 27001 or other security frameworks;
 - Related industry certifications such as CISSP, CISA, and CISM;
 - Experience with accounting and audit; and
 - Excellent interpersonal, communication, writing and organizational skills.
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TO APPLY, GO TO: Employment Opportunities at 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.

POSTING DATE: August 18, 2016	POST UNTIL: Until Filled	JVN: 015/017/011
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The NYC Comptroller's Office is an Equal Opportunity Employer