

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Manager - Information Technology Audits
Salary:	\$100,000 - \$125,000
Bureau/Division:	Bureau of Audit / IT Audits
Period:	December 5, 2016 – Until Filled

JOB DESCRIPTION

The New York City Comptroller's Office seeks a creative information technology auditing or project management professional for the position of Manager, Information Technology Audits to plan, implement and oversee a wide variety of technology audits of New York City government IT projects and contracts (system implementation, infrastructure design and deployment, and security administration). These audits assess their operational soundness and make recommendations for improvements as needed. The Comptroller's Audit Bureau is responsible for conducting audits in accordance with Generally Accepted Government Auditing Standards (GAGAS) and other analyses of City-funded operations in accordance with the New York City Charter.

Under the direction of the Director of Audits and Special Reports, the responsibilities of the Manager, Information Technology Audits include, but are not limited to, the following:

- Develop a strategic planning and assessment process for the identification and prioritization of potential IT and telecommunications audits;
- Evaluate the need for audits and audit plans among City government IT contracts and projects, and direct the development of audit programs and surveys;
- Oversee audits and investigations of complex information technology, telecommunications and other technical services contracts, their procurement, management, oversight and performance.
- Direct staff, set goals and schedules for completion of audit assignments; guide staff through procedures for conducting audits of complex technical projects;
- Develop audit procedures necessary to meet audit objectives and compliance with GAGAS;
- Make field visits to conduct entrance and exit conferences, review work papers, examine systems, interview agency personnel, review findings and provide general assistance to the auditors;
- Write and edit reports based on audit findings;
- Assess staff IT training needs, and devise annual IT training plans based on technology relevant to audit plans;
- Implement an IT Security Audit program and conduct security audits in order to determine agencies' security posture; and
- Perform other related assignments as required.

MINIMUM QUALIFICATION REQUIREMENTS

- A BA/BS degree from an accredited college in information technology, computer science, management information systems or a closely related field, and six (6) or more years of progressively responsible professional experience in the field of information technology; and/or information technology audits with practical and applied knowledge of system development life cycle (SDLC), information technology infrastructure library (ITIL), change management, project governance, work plan development, and project staffing models in a large or a complex organization in administrative, managerial, executive or supervisory capacity; **or**,
 - Master's degree in a similar or closely related field mentioned above and four (4) or more years of progressively responsible professional experience as described above.
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PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- One or more professional designations such as **ISACA certification as a Certified Information Systems Auditor (CISA)**, Certified Information Security Manager (CISM), Certified Information Systems Security Professional (CISSP), Project Management Professional (PMP) certification, Certified Internal Auditor (CIA) certification, Certified Public Accountant (CPA) certification or a closely related designation is desirable.
 - Experience/exposure to GAGAS is highly preferred.
 - 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: December 5, 2016	POST UNTIL: Until Filled	JVN: 015/017/033
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The NYC Comptroller's Office is an Equal Opportunity Employer