

Job Level	Audit Manager	Professional Level IV
Oversight Received	<ul style="list-style-type: none"> <li>* Plan, direct, perform, and report on internal audits of departments, functions, and programs of institutions of the Colorado State University System. Location of work may be at any of the CSUS institutions, but this position will primarily focus on CSU-Pueblo and CSU-Global Campus.</li> <li>* Makes recommendations to the Director for the engagements that should be included in the annual audit plan. This involves using decision-making and risk assessment skills to identify risks across the CSU System, determining risk mitigation activities, and assessing residual risk in order to identify the highest risk areas.</li> <li>* Assist Director in identifying risk areas for annual audit plan.</li> <li>* Acts as Internal Audit representative on CSU/CSU-Global campuses.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete autonomy in work approach</li> </ul>
Problem Solving	<ul style="list-style-type: none"> <li>* Plan internal audits of University departments, functions, and programs:</li> <li>* Perform audit procedures according to department standards which include The Institute of Internal Auditors Professional Internal Auditing Standards,</li> <li>* Prepare workpapers, report drafts, and memoranda in accordance with department standards</li> <li>* Conduct entrance and exit conferences;</li> <li>* Evaluating internal controls, including financial and operational controls,</li> <li>* Evaluating information adequacy and integrity,</li> <li>* Ascertaining extent of compliance with University policies and applicable laws and regulations,</li> <li>* Investigating fraud.</li> </ul>	<ul style="list-style-type: none"> <li>• Defines and solves the most complex problems</li> <li>• Has authority to commit the University to a decision or outcome</li> </ul>
Interaction/ Communication	<ul style="list-style-type: none"> <li>* Assist Director as requested in, planning overall audit program, identifying high-risk areas for potential audits, sharing information related to Audit and Institutional environment,</li> <li>* Provide direction and supervision to Staff Auditors. This includes determining appropriate staffing assignments on audit engagements, providing guidance and feedback in the execution of audit engagements, and supervising work to ensure it is performed in accordance with auditing standards and that engagement objectives are met.</li> </ul>	<ul style="list-style-type: none"> <li>• Communicates complex concepts to broad audiences</li> <li>• Viewed as expert by those within and outside occupational discipline</li> </ul>
University Impact	<ul style="list-style-type: none"> <li>* With limited or no supervision, serves as a resource for CSU System units by providing formal and informal consultation on best practices in the application of internal controls and makes referrals to the appropriate operational unit (e.g., Campus Services, Pcard Office) for additional guidance as appropriate.</li> <li>* Supports the mission of the Colorado State University System by providing an independent and objective assurance and consulting activity, designed to add value and improve the Colorado State University System operations.</li> </ul>	<ul style="list-style-type: none"> <li>• Impact primarily at University-wide level</li> <li>• Influences others through subject-matter expertise</li> </ul>
Typical Education	<ul style="list-style-type: none"> <li>* Master's degree in business (MBA), accounting, finance or related field, or professional certification such as a CPA, CIA, CISA, or CFE; and at least three years' experience in accounting and/or auditing.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor's degree or advanced degree</li> </ul>