



Job Description

Auditor II (226 Days) -(RTP20251021-015)

Description

- Lead and execute audit and advisory procedures to uncover root causes, define risk exposures, and recommend solution-driven corrective actions aligned with strategic objectives.
- Develop and present comprehensive audit reports with pragmatic, cost-effective recommendations that support continuous improvement and compliance. This role contributes directly to the district's mission by safeguarding assets, improving operational efficiency, and enhancing stakeholder confidence.
- Conduct targeted audits, advisory projects, and possible investigations across district departments to ensure transparency, accountability, and alignment with policy. Acts as a trusted advisor to leadership, translating audit findings into actionable strategies that support informed decision-making.
- Provide supervisory role by mentoring and guiding less experienced staff, providing quality assurance and developmental feedback to elevate team performance
- Facilitate audit engagement meetings, fostering collaboration and clarity around scope, findings, and next steps.
- Evaluate financial records and operational procedures for compliance and effectiveness, ensuring alignment with Board policies and district standards. Proactively identifies emerging risks and recommends mitigation strategies to protect organizational reputation and resources.
- Support onboarding and training initiatives, contributing to a culture of continuous learning and professional growth
- Assess financial operations against strategic goals, identifying gaps and advising on corrective measures to enhance fiscal stewardship.
- Review internal controls and audit trails, ensuring systems are robust, secure, and capable of supporting financial integrity.
- Maintain professional certifications and licenses, ensuring continued expertise and credibility in the field.

Qualifications

- Bachelor's Degree from an accredited university required; Accounting, Finance, or related field
- Master's Degree from an accredited university preferred; Accounting, Finance, or related field
- Juris Doctorate from an accredited university preferred
- Licensed in Certified Public Accountant (CPA), or Chartered Accountant (CA), or Certified Internal Auditor (CIA), or Certified Information Systems Auditor (CISA), or Certified Fraud Examiner (CFE) required
- 5+ years of direct experience required
- Demonstrated knowledge of internal audit standards and techniques, governmental auditing standards, generally accepted accounting principles, Texas Education Agency Resource Guide, and District policies
- Demonstrated ability to successfully complete assignments with minimum direction or supervision
- Demonstrated skill with TeamMate, Microsoft Word, Excel, data analytics, and Artificial Intelligence to document work and identify trends, anomalies, and opportunities for process improvement.
- Demonstrated ability to write clear and conclusive audit work papers and concise narrative audit reports in a timely manner
- Demonstrated organizational, communication, and interpersonal skills required to achieve the goals of the position

Work Locations

9400 N CENTRAL EXPRESSWAY SUITE 418

Dallas 75231

Job Auditor II

Schedule Full-time

Minimum Salary 74,996.00

Median Salary: 91458.00

Posting Date Oct 23, 2025