



COUNTY OF YOLO AUDIT MANAGER

DEPARTMENT OF FINANCIAL SERVICES



MAKING A DIFFERENCE BY ENHANCING THE QUALITY OF LIFE IN OUR COMMUNITY

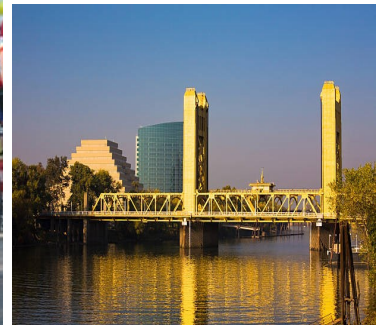
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ABOUT US

THE COUNTY - Yolo County, California, with a population of just over 215,000, is a naturally beautiful and richly diverse county. It is one of the leading agricultural producers in the nation with 661,000 acres that are used primarily for farming and ranching. The Capay Valley is one of the leaders in the nation for organic farming. While agriculture is Yolo County's primary industry, nearly 85% of the County's population lives in the four cities of Davis, West Sacramento, Woodland, and Winters. It is an increasingly diverse county with 22% of the population born outside the United States. The County seat is located in Woodland, which is just 20 miles northwest of the State Capitol of Sacramento.

Where We Live - We're conveniently situated near San Francisco, Lake Tahoe, Napa Valley, the Sierra Nevada mountains and foothills, California coastline, and various wine regions. You can enjoy the variety of activities, such as fishing, boating, art, theater, and a hometown family environment or take a two-hour drive in any direction to enjoy camping, skiing, and other resort activities.

Our Culture - Our culture is surrounded by our Core Values of Service, Performance, Integrity, Responsibility, Innovation, and Teamwork. We value our employees and recognize our people are our most important asset. Efforts deployed by our Yolo Encourages Success Team is a great example of the employee-centric strategies we use to nurture a talented workforce.



THE DEPARTMENT

The Department of Financial Services is responsible for receiving, investing, safeguarding and distributing money for the County and related agencies. The Department operates four divisions which include:

Accounting & Financial Reporting division is responsible for disbursements, general ledger, financial reporting, district accounting, tax accounting, cost accounting and budgetary compliance.

Financial Planning division is responsible for long-range planning, budget development, fiscal policy development and economic development support.

Internal Audit division is responsible for internal audits, risk assessments, compliance monitoring, special reviews and consulting services.

Treasury & Revenues division is responsible for cash management, banking, investments, financing, debt management and capital investment analysis and revenue management including tax collection and fee collection.

To learn more about the department, please view the [organization chart](#).

DEPARTMENT GOALS

2022-2023

- ⇒ Enhance Financial Sustainability
- ⇒ Strengthen Accountability & Oversight
- ⇒ Achieve Optimum Revenue Collection
- ⇒ Develop System Capabilities
- ⇒ Maintain High Level of Customer Service

THE POSITION

The incumbent in this position will be a key member of the leadership team within the Department of Financial Services and is responsible for managing the County's internal audit division. The Audit Manager reports administratively to the Chief Financial Officer and functionally to a County Audit Committee. The Audit Manager assumes strategic management responsibility of subordinate staff performing internal audits, and provides independent, objective assurance and consulting activity by applying a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. In addition, the Audit Manager will maintain the newly approved Whistleblower hotline to evaluate and respond to complaints of fraud, waste, and abuse of County resources and promote awareness of the program.

The Board of Supervisors is currently evaluating the administrative reporting structure, which may result in future changes to the reporting lines.

THE IDEAL CANDIDATE: The ideal candidate will be an experienced audit professional with strong management experience, excellent communication and analytical skills, solid knowledge of auditing disciplines, innovative and creative, and the ability to inspire professional staff to achieve positive outcomes. The candidate should be able to champion and articulate the necessity for strong internal control in all County departments. Finally, the ideal candidate will meet the minimum qualifications outlined below.



EXPERIENCE

Five (5) years of professional level accounting and/or auditing experience, with a minimum of two years of supervisory experience comparable to the Yolo County classes of Accountant III or Auditor III.

EDUCATION

Bachelor's Degree or higher from an accredited college or university in Accounting, Finance, Economics, Business Administration or a closely related field including completion of 120 semester units with a minimum of 48 semester units in accounting and related business related courses.

CERTIFICATION

Possession of an active Certified Internal Auditor designation or a Certified Public Accountant license issued by the State of California; OR possession of an IIA certification as a Certification in Control Self-Assessment (CCSA), Certified Government Auditing Professional (CGAP), Certified Financial Services Auditor (CFSA), Certification in Risk Management Assurance (CRMA), or a Qualification in Internal Audit Leadership (QIAL) in combination with ten years of auditing experience.

LICENSE

Certification or Some positions in this classification may require incumbents to possess and maintain a valid California driver's license, Class C or higher, to carry out job related duties. Individuals who do not meet this requirement due to a physical or mental disability may request a reasonable accommodation.

To view the full job description, please click [here](#).

COMPETITIVE COMPENSATION & BENEFITS PACKAGE

Annual salary is **\$127,005—\$154,378**

Retirement Plan

2.5% @ 55 for classic PERS members;
2% @ 62 for new PERS members

The County participates in a Social Security and Medicare programs

Vacation and Other Leave

- Vacation: Based on years of service beginning at 80 hours per year; hours increase after 5 years of service.
- Sick Leave: 8 hours per month
- Administrative Leave: 48 hours per year
- Floating Holidays: 44 hours per year
- Holidays: 10 holidays per year
- County Disability Insurance: Eligible for short-term disability benefit at 75% of salary

Health Benefits

Benefit package of \$22,396 annually to purchase health, dental, and vision insurance; remaining balance paid to the employee as taxable earnings. The County requires all employees to enroll in both the dental and vision plan employees to enroll in both the dental and vision plan.

Deferred Compensation

The County provides a \$400 match each calendar year; and a \$900 match after 10 years of service.

Life Insurance

The County provides a \$50,000 life insurance policy

Employee Assistance Program

Confidential counseling program with up to 6 visits per incident each fiscal year

For more information please visit our website at:

www.yolocounty.org/humanresources
or call Human Resources at (530) 666-8055

HOW TO APPLY

To apply for this exciting career opportunity, please email a resume and letter of interest to Vanessa.Lee@yolocounty.org at your earliest convenience. **Application will be considered on a as received basis.**

Letters of interest should highlight your experience , unique skills and qualifications, and why you are interested in the Yolo County Audit Manager position.

In-person interviews will be held in Woodland, CA.

Questions:

Should you have any questions about this position , please contact **Tom Haynes**, Chief Financial Officer, by email at Tom.Haynes@yolocounty.org



The County of Yolo is an Equal Opportunity and ADA Compliant Employer