



Office of the Auditor General Nova Scotia

Audit Officer, Performance Audit Team Term Position, Halifax, NS COMPETITION: #42835

Please note: This is a term position until such time as the CPA program of studies has been successfully completed and in compliance with the Office's policy on support for staff pursuing designation and certification. The incumbent would then qualify for consideration for appointment to a permanent position with the Office.

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Office of the Auditor General has an Employment Equity Policy, and we welcome applications from Aboriginal People, African Nova Scotians and Other Racially Visible People, Persons with Disabilities, and Women in occupations or positions where they are under-represented. If you are a member of one of the equity groups, you are encouraged to self-identify on either your cover letter or your resume.

The Office of the Auditor General serves the Nova Scotia House of Assembly and the people of Nova Scotia. Our vision is to be a relevant, valued and independent audit office serving the public interest as the House of Assembly's primary source of assurance on government performance. The Office accomplishes this through the conduct of financial and performance audits of government departments and agencies, as well as entities which receive funding from the government. The promotion of excellence and a professional and supportive workplace are an Office priority and key to our success. For more information on the Office, please visit www.oag-ns.ca.

Position:

We are seeking a qualified candidate to fill an Audit Officer position on our Performance Audit Team. This position directly reports to an Audit Principal for overall performance.

Duties:

As an Audit Officer, you are studying to gain your Chartered Professional Accountant (CPA) designation and participate in performance and financial statement audits. You will help plan and conduct performance audits, identify findings, make value-added recommendations, and contribute to chapters in the Auditor General's Report to the House of Assembly by drafting sections of reports. You will also assist project leaders with planning, fieldwork, and reporting of financial statement audits by completing audit procedures that meet Canadian Auditing Standards (CAS) and assessing financial reporting against Canadian Public Sector Accounting Standards (PSAS). This may include documenting and evaluating control systems, testing transactions and identifying audit findings. Limited travel within Nova Scotia will be required.

Qualifications:

- A bachelor's degree in accounting or graduating by January 2025. Additionally, you should either be eligible to enroll in the Canadian CPA Professional Education Program (CPA PEP) or already enrolled in it (students must take the Assurance elective)

- Work experience, particularly preferred with small team project involvement, emphasizing research, data analysis, trends and results analysis, output and outcome evaluation
- Familiarity with Canadian PSAS and assurance standards
- Exceptional analytical, communication, and time management skills
- Proficiency in MS Excel

CLASSIFICATION: EC 7

SALARY RANGE: \$2,289.42 - \$2,419.52 bi-weekly or \$59,524.92 - \$62,907.52 annually

We offer a healthy work-life balance (i.e. earned days off program, work-from-home program, flexible working hours), a comprehensive benefits package, the opportunity to work on a wide variety of impactful and unique projects, and professional development opportunities.

An offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer.

CLOSING DATE: May 17, 2024, at 11:59 pm AST

How to apply:

- **Please ensure that you demonstrate in your application** how you meet the above qualifications and why you are suitable for this position.
- **Applicants must submit** an unofficial copy of their university transcript. Internationally trained applicants must provide a copy of the Eligibility Review issued by a Canadian CPA School of Business. Applications received without this information will not be considered. Applications received without this information will not be considered.
- **To apply for this position**, please email your application to Eva.Lechpammer@novascotia.ca.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.