



Walton County Clerk of Courts and County Comptroller **EMPLOYMENT ANNOUNCEMENT**

Summary:

Internal auditing is an independent, objective, assurance designed to improve an organization's operations. It aids an organization in accomplishing its objectives by bringing a systematic approach to evaluate and improve the effectiveness of management's internal controls and processes.

General Requirements:

The applicant should have strong, analytical, and problem-solving skills, along with the ability to manage multiple audit engagements and special projects; the ability to effectively present information to top management, public groups and employees of organizations in both written and oral formats; the ability to define problems, collect data, establish facts, and draw valid conclusions. In addition, the applicant should possess a familiarity with standard auditing practices and procedures, and the ability to apply them to each project; a familiarity with overall County operations and an ability to understand correlations between internal operating departments. This position requires the ability to perform work with little or no supervision. Must be computer literate and have extensive knowledge of computer applications involving word processing, spreadsheets, data entry, and standard report generation.

Education and Experience Requirements:

- Graduation from an accredited college or university with a four (4) year degree in Accounting or related field.
- Minimum of three (3) years of progressively responsible accounting and auditing experience, with at least two (2) years in the internal audit function.
- Experience with governmental entities and boards.
- Certified Public Accountant (CPA) or Certified Internal Auditor (CIA) designation is preferred.
- Knowledge of generally accepted accounting principles (GAAP), auditing standards (GAAS), governmental accounting standards (GASB) and governmental accounting systems.

Salary: \$53,599 annually (minimum) Depends on Experience

Posted: 10.13.2017

Open Until Filled

All applicants interested in applying with the Walton County Clerk of Courts & County Comptroller are required to complete an online application which can be obtained on the Clerk & Comptroller's [website](#). If an applicant does not have easy access to the internet, they may visit one of Walton County's four public libraries or visit a CareerSource Okaloosa Walton location for internet access and assistance. If an applicant is unable to complete the online application, please contact Lauren Ervin at laurene@waltonclerk.com or 850-892-8115 to make accommodations. All applicants, with the exception of professionally licensed positions, will be required to successfully complete proficiency testing.

The Clerk & Comptroller's Office is an Equal Opportunity Employer and & Drug Free Workplace.
