JOB ANNOUNCEMENT

Position: IT Auditor: Lamar University, Lamar Institute of Technology, Lamar State College-Orange and Lamar State College-Port Arthur. This position is housed in Beaumont, Texas. A certification is not required to be eligible for hire but must be obtained within two years of hire date. Acceptable certifications are CPA, CIA, and CISA.

The Texas State University System (TSUS) invites applications for the position of Internal Information Technology (IT) Auditor for Lamar University, Lamar Institute of Technology, Lamar State College-Orange and Lamar State College-Port Arthur. These campuses are member institutions of the Texas State University System, the oldest multi-campus system in Texas. This position will be posted until filled.

QUALIFICATIONS

Required Qualifications:
• Bachelor’s degree with a major in accounting, computer science, management information systems, or related financial discipline.
• Bachelor’s degree in another field with three (3) years of experience in information technology/systems or management information systems may be substituted.

Additional Desired Qualifications:
• Advanced degree in accounting, information systems, or related disciplines.
• Certified Public Accountant (CPA), Certified Internal Auditor (CIA), or Certified Information Systems Auditor (CISA).
• Four (4) years successful auditing experience or related industry experience.

JOB DESCRIPTION

• Performs audits to ensure compliance with federal and state statutes, TSUS Rules and Regulations, and institutional policies and procedures.
• Plans audits (general IT, technical, operational, financial, compliance, program, and investigative), performs fieldwork, appraises systems of internal control, identifies risks, develops recommendations to mitigate risks, and prepares organized, accurate and competent work papers that clearly document and support conclusions regarding audit objectives.
• Facilitates the communication of audit results through written reports and oral presentations to management.
• Engages in frequent contact with other University departments, personnel and state agencies via phone and computer.
• Performs other related duties as assigned.
• Working Conditions: Normal office environment; occasional daytime travel between office and campuses; less than five percent (5%) overnight travel (training, conferences, etc.).
• Ability to converse with Information Technology personnel and communicate technical information to non-technical audiences.

OTHER SPECIFICATIONS

Required Experience and Skills:
• Strong analytical, organizational, written/verbal communication, interpersonal, and relationship building skills.
• Proven ability to work with people.
• Experience and proven ability to utilize standard Microsoft desktop productivity applications in the performance of job duties.
• Working understanding of fundamental information technology control concepts.

Desired Experience:
• Higher education audit experience.
• Familiarity and experience in using TeamMate or similar electronic work paper system.
• Information Technology audit experience.
• Good working knowledge of Texas statutory requirements applicable to public universities.
• Experience with Banner ERP.

SALARY AND BENEFITS

Salary is commensurate with the successful applicant’s experience and qualifications. Benefits include paid vacation, sick leave, insurance, retirement contributions and other benefits provided to State of Texas employees.

SENSITIVE SECURITY STATEMENT

This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information.

ABOUT THE LAMAR CAMPUSSES

To learn more about the campuses or the Texas State University System, please visit:
http://www.tsus.edu
http://www.lamar.edu
http://www.lit.edu
http://www.lsco.edu
http://www.lamarpa.edu

SELECTION PROCESS

Screening of applications and nominations will begin immediately and continue until the position is filled. To be considered for the position, applicants must complete and submit a State of Texas Employment application found at the following link:

Applications and nominations may be submitted via U.S. Mail or email to:
Ms. Ramona Stricklan, CIA, CFE
ramona.stricklan@lamar.edu
Director – Office of Audits and Analysis
Texas State University System
Lamar Components
2615 Calder Avenue, Suite 350
Beaumont, TX 77702

The Texas State University System is an Equal Opportunity Employer.