

FA NO: FSM-039-20
OPENING DATE: 5/25/20
CLOSING DATE: 6/25/20

EXAMINATION ANNOUNCEMENT



Department of Finance & Administration
Division of Personnel Administration
F.S.M. National Government

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesians and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:

Auditor I	to	Auditor II
PL-32/1		PL-36/1
$\$463.66 + \$40.00 = \$503.66$ B/W		$\$566.26 + \$40.00 = \$606.26$ B/W

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualifications of the appointee.

LOCATION:

Office of Public Auditor
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES (ILLUSTRATIVE ONLY):

Auditor I

Tabulates and examines specific sections of accounts such as accounts receivable disbursement, petty cash, trail balance, bank reconciliations, and voucher audits, checks for appropriate dates, authorizations, and signature on invoice vouchers; compares purchase order times and prices against receipts and inventories; examines check register, verifying, vendor names, amounts, and cross checks with correspondence, receipts and invoice. Drafts portion of audit report for review by auditor-in-charge; notifies lead auditor of any apparent discrepancies and performs other duties as required.

Auditor II

Prepares audit plans, related audit programs, working and drafts audit reports for review by supervisor; evaluates and verifies financial records; evaluates systems, procedures, and controls supporting financial records; determines if auditee is in compliance with legal requirements; participates in or conducts entrance and exit conference; recommends changes which will improve financial records and/or related systems; procedures, or controls, or which will bring auditee into legal compliance; summarizes areas of needed improvements; answers questions of, and works with auditee to implement recommended changes; conducts CFSM public projects, and CIP contracts, grant, or sub-grant audits; examines government financial electronic data

processing facilities and automated systems to evaluate security, controls and reliability; submits written findings to line audit staff and performs other work as assigned.

QUALIFICATION REQUIREMENTS:

Auditor II- Graduation from an accredited college or university with a Bachelor's degree in Accounting, Business, Finance, Economics, English, Civil Engineer, Psychology, Government/Public Policy, or Criminal Justice plus four (4) years of experience in auditing of which one (1) year must have been in auditing government agencies.

Auditor I- Graduation from an accredited college or university with a Bachelor's degree in Accounting, Business, Finance, Economics, English, Civil Engineer, Psychology, Government/Public Policy, or Criminal Justice.