

CONFIDENTIAL AUDITOR

Title: Confidential Auditor
Salary: \$36/hour; \$45,000/Year
Location: Onondaga County District Attorney's Office

The position of Confidential Auditor is a contracted *part-time* position that is funded through a grant by the New York State Crimes Against Revenue Program (CARP). As a requirement of the grant, contracts are issued annually, and reviewed for renewal each year.

Duties Description

The general duties include managing cases involving finance and corruption related criminal offenses that are referred by other law enforcement agencies, as well as developing cases referred to or initiated by the District Attorney's Office. Specific duties include identifying and pursuing avenues of investigation; securing evidence involving data and/or surveillance information; supervising and conducting interviews and interrogations; and processing and analyzing related financial data to form sound conclusions regarding compliance with New York State laws and regulations.

The position also requires the knowledge and ability to apply accounting and auditing principles and general business practices; analyzing and comprehending accounting and bookkeeping records, financial statements, and related reports and automated systems; and the capability to analyze and evaluate raw investigative data, prepare comprehensive detailed investigative reports involving written or numeric data, and perform arithmetic calculations rapidly and accurately.

In addition, a basic understanding and application of laws related to criminal offenses is required, as well as forensic knowledge of evidence procedures and the proper continuity of evidence (chain of custody); an ability to prepare Search Warrant Applications/Warrants, and be able to physically execute prepared warrants; possess a familiarity with the proper shut down of computers and electronic storage devices; and have an aptitude to work effectively with individual persons or groups of people.

Minimum Qualifications

Candidates must have A) Prior law enforcement financial crimes investigative experience; OR B) Financial crimes investigative experience at the federal level (i.e. IRS audit experience; OR C) A four (4) year college degree in, specifically, either finance, accounting, or economics, or the equivalent of two (2) years work-related experience post-college; D) Not have any criminal history within the United States or while serving with a component of the United States Armed Forces; E) Experience working with law enforcement personnel in the State and County financial crimes units is preferred, but is not a prerequisite.

Interested candidates should send resume and cover letter to the attention of the Administrative Officer, and send to daweb@ongov.net by January 25, 2019.