

Opening: 12/18/24
Closing: Until filled



POHNPEI STATE GOVERNMENT OFFICE OF THE PUBLIC AUDITOR

P.O. BOX 1684

KOLONIA, POHNPEI STATE, FM 96941

TEL: (691) 320-2638 HOTLINE: 320-8497

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VACANCY ANNOUCEMENT

Position and Salary: Auditor II PL-19-/1 \$662.53+COLA Bi-weekly

Location: Pohnpei Office of the Public Auditor
 Pohnpei State Government

Duties and Responsibilities:

- a) Performs routine to moderate audits that are primarily small to medium in scale to determine compliance with laws, rules and regulations;
- b) Examines and analyzes management operations, internal control structures and systems, and accounting records for reliability, completeness, adequacy, accuracy efficiency and compliance with legal regulations, and reports erroneous or questionable transactions;
- c) Prepares working papers to document the results of the work performed, including interviews, data analysis, and other documentation;
- d) Prepares or assists with preparing audit reports of findings, outlines discrepancies, and recommends corrective actions;
- e) Advises on the requirements, liabilities, and penalties of compliance and noncompliance, and recommends improved accounting or managements operation system control;
- f) Performs statistical sampling date;
- g) Performs other duties as assigned by management from time to time.

Education and Work Experience Desired

Graduation from an accredited college or university with a Bachelor's degree in accounting plus three (3) years of progressively responsible experience in auditing.

How to Apply

Application form may be secured from the Office of the Public Auditor, Kolonia, Pohnpei State. Completed applications must be returned to the Office of the Public Auditor in Kolonia no later than the closing date.