



## Auditor - 27514, 27515

Joint Duty Number: ODNI-13-0055C  
 Agency: ODNI  
 Grade: GG/GS-14  
 Location: Virginia-Northern Virginia  
 Start Date: 01/05/2013

### Duty Description Mission Statement:

The Intelligence Community Office of the Inspector General (IC OIG) is an objective office, appropriately accountable to Congress, that initiates and conducts independent investigations, inspections, audits, and reviews of programs and activities within the responsibility and authority of the Director of National Intelligence; promotes economy, efficiency, and effectiveness in the administration and implementation of such programs and activities; and prevents and detects fraud, waste, and abuse in such programs and activities. In addition, the IC OIG provides leadership and coordination to other IC Inspectors General through the IC IG Forum, which was also established by the Intelligence Authorization Act of Fiscal Year 2010.

### Major Duties and Responsibilities:

Initiate, plan, and conduct comprehensive financial statement audits and reviews of the Office of the Director of National Intelligence (ODNI), and the Intelligence Community (IC) in accordance with Generally Accepted Government Auditing Standards (GAGAS) with minimum supervision.

Plan, develop, and conduct ODNI and IC-wide financial and operational audits; design and conduct interviews; determine data to be reviewed; collect and analyze all relevant data using statistical and analytical methods; use audit results and analysis to develop recommendations for improving compliance, effectiveness, efficiency, and accountability.

Plan, develop, and present high quality reports and oral briefings for senior leaders regarding findings and status of complex audits.

Plan, develop, and conduct multiple, complex audits that require an integrated analysis of a number of different operational programs, financial, and accounting systems.

Provide senior ODNI and IC leadership with advice and counsel on the development of ODNI policies that are designed to detect and prevent waste, fraud, and abuse and address systemic issues identified in audits that detract from program or operational effectiveness.

Plan and conduct initiatives to identify and make recommendations to ODNI and IC senior leaders regarding actions they should take to address issues identified in audits in order to promote financial compliance, efficiency, and effectiveness in the administration of programs and operations.

Monitor and assess the progress of corrective measures taken by senior ODNI and IC leadership, and provide substantive advice and innovative solutions to senior officials regarding implementation of recommendations.

Develop and present clear and concise briefings that keep the DNI fully informed of systemic issues detracting from operational performance and program effectiveness as well as of other serious problems, abuses, and deficiencies relating to the administration of ODNI's programs.

### Minimum Qualifications Required Knowledge, Skills, and Abilities Required:

Bachelors degree in accounting, business administration, finance, or public administration and a certificate as a Certified Public Accountant, Certified Internal Auditor, or Certified Information Systems Auditor or comparable professional experience at the full performance level in accounting, auditing, or a related field, with 24 semester hours in accounting.

At least one year of federal financial statement auditing experience at the GS-13 level or

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Vacancy Open Date 12/07/2012

Vacancy Close Date 12/21/2012

Primary POC Tracy Allmond

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917.2194 (Secure)

allmoth@dni.ic.gov

Secondary POC DNI Recruitment Team

703.275.3663 (Commercial)

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Mission Category Enterprise Management & Support

Position Grade GG/GS-14

Additional Grades Considered -----

equivalent.

Extensive knowledge of the theory, concepts, practices, and techniques of auditing, to include the GAGAS and the identification of conditions, causes, criteria, effect, and recommendations.

Extensive knowledge and experience with the AICPA (American Institute of Certified Public Accountants) Codification of Statements on Auditing Standards.

Extensive knowledge of and ability to detect and prevent waste, fraud, and abuse in one or more of the following areas: Federal contracting practices, government budgeting and finance, information technology and assurance, and/or the IC's structure, components, and missions.

Demonstrated interpersonal skills including the ability to interview, negotiate, and brief senior officials; demonstrated ability to lead an audit team in the development of audit plans, conduct highly complex audit projects, and write reports to substantiate findings.

Demonstrated writing skills including the ability to independently develop substantive audit reports and correspondence.

Demonstrated analytical and critical thinking skills, including the ability to think strategically and identify needs, requirements, and develop recommendations based on qualitative and quantitative data.

Demonstrated ability to exercise sound judgment and form objective conclusions/recommendations, monitor for compliance, and evaluate the effectiveness of recommendations based on empirical facts, evidence, and other pertinent information.

Desired Qualifications:

Certified Public Accountant  
Applicants with advanced degrees  
Two years of federal financial statement audit experience

Conditions WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 45 days of the closing date of this announcement. Due to the large number of applications received, applicants will ONLY be contacted if they have been selected for an interview.

Other Comments -----

How to Apply TO APPLY FOR THIS POSITION:

Employees must obtain permission through written endorsement from your employing IC element. Please contact your agency's Joint Duty Program Office for internal nomination procedures.

If the employing element nominates an employee for the joint duty rotational assignment; it will notify that employee and the joint duty program manager will forward the application package to an appropriate official of the gaining element.

Any application submitted directly by an IC employee to the gaining element will not be considered.

APPLICATION PACKAGE:

In accordance with ICS 601-01, all elements will accept a JDA application package that includes the items listed below. No additional written application, nomination, or procedural requirements will be imposed. The standard JDA application package includes:

- a. A brief (two-page limit) candidate resume or biographical summary;
- b. A short narrative describing the applicant's qualifications (general and specific) for the joint duty assignment;
- c. An employing element nomination/endorsement