

## WHO ARE WE?

The State Auditor is a constitutional officer elected statewide every four years. The State Auditor is a member of the Council of State which also includes the Governor, Lt. Governor, Secretary of State, State Treasurer, Commissioner of Agriculture, Commissioner of Labor, and the Commissioner of Insurance. The Office of the State Auditor employs approximately one hundred seventy professionals and thirty administrative and support personnel.

## WHERE ARE WE?

The main office is located in Raleigh, and there are nine branch offices throughout the State. We have offices in Asheville, Charlotte, Edenton, Fayetteville, Greensboro, Greenville, Morganton, Wilmington, and Winston-Salem. Having branch offices in these locations limits the amount of overnight travel required to conduct our audits. Approximately one hundred fifty people work in the Raleigh Office, and an average of five people work in each of the branch offices.

## WHAT DO WE DO?

We audit financial statements prepared in accordance with generally accepted accounting principles for the State of North Carolina as a whole, the State's universities and community colleges, and various legally separate component units of the State. We do fiscal control audits of individual state agencies and Clerks of Superior Court, and special purpose financial statements audits at Smart Start Partnerships. There are approximately one hundred twenty people in our financial audit section. We also conduct performance audits and electronic information systems audits. We have approximately twenty people in our performance audit section and nineteen people in our electronic information systems audit section. Lastly, we conduct fraud, waste, and abuse investigations. The fraud unit is responsible for investigating instances of alleged improper governmental activities and protecting those who may make such allegations. Anyone can report suspected fraud, waste, and abuse by calling our "Hotline" number: 1-800-730-TIPS (8477).

## WHO DO WE EMPLOY?

Most of our professional positions are either referred to as Assistant State Auditors (ASA) or Information Systems Auditors (ISA). Generally, candidates for employment in an ASA or ISA position must be a graduate of an accredited four-year college or university. Most ASA personnel are required to have completed twenty-four semester hours in accounting; however, we employ program auditors in our performance audit section that are not required to meet the accounting education requirements. ISA personnel must have an educational background in accounting and / or computer science.



## WHAT ARE OUR ASSISTANT STATE AUDITOR (ASA) POSITION LEVELS AND SALARIES?

The various levels of ASA positions, the required work experience, and salary ranges are described below. The completion of a master's degree or passing the CPA exam may be substituted for some of the required work experience. We offer tuition assistance to help pay the cost of some advanced degree courses and review courses for the CPA exam. Internships are available for undergraduates in the spring and summer semesters.

ASA I (Contributing) – Requires two years of work experience. Salaries range from \$45,387 to \$75,209 per year.

ASA II (Journey) – Requires four years of work experience. Salaries range from \$51,823 to \$86,341 per year.

ASA III (Advanced) – Requires five years of work experience. Salaries range from \$56,710 to \$94,675 per year.

ASA Supervisor – Requires six years of work experience.

ASA Manager – Requires six years of work experience with four years of supervisory experience.

## WHAT ARE OUR INFORMATION SYSTEMS AUDITOR (ISA) POSITION LEVELS AND SALARIES?

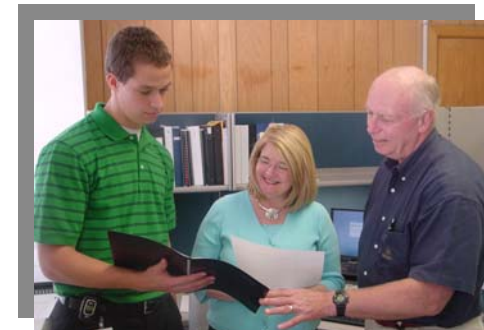
The various levels of ISA positions, the required work experience, and salary ranges are described below. CISA certification is required for some levels.

ISA I– Requires two to four years experience in IS or MIS depending on type of degree. Salaries range from \$54,466 to \$86,341 per year.

ISA II– Requires two to six years experience in IS or MIS depending on type of degree. Salaries range from \$59,677 to \$94,675 per year.

ISA Supervisor– Requires six years of IS audit experience or four years of IS audit experience supplemented by three years of management information systems experience. One year in a supervisory capacity is required.

ISA Manager – Requires four years experience in supervising or managing information systems audits depending on type of degree. Additional two years experience required for two-year degree programs. CISA certification required.



## WHAT ABOUT BENEFITS?

The State offers a comprehensive benefits plan designed to meet the needs of all our employees:

- Health insurance (employee is covered for free, family plans are available)
- Pension plan (6% of salary)
- 11 paid Holidays
- Vacation leave is earned on a graduated scale beginning with 11 ¾ days per year
- 12 days of Sick leave per year
- 24 hours of Community Service leave per year
- Disability insurance (after one year of employment)
- Death benefits
- After ten years of service, employees receive an annual longevity bonus starting at 1 ½% of the employee's annual salary

Optional benefits include

- 401(k) retirement plan
- Flexible spending accounts

For more information on benefits, see the Office of State Personnel website at

<http://www.osp.state.nc.us/divinfo/employ.htm>

## WHAT IS OUR WORK SCHEDULE?

We allow employees to select from one of several flexible work schedules. We work forty-hour weeks with little overtime required.

## WHY IS OSA A GREAT PLACE TO WORK?

We offer a comfortable and professional work environment. Our Raleigh office is newly renovated and furnished. All of our auditors are equipped with laptop computers, advanced audit software, and access to the internet, intranet, and local area networks.

Our employees are able to maintain a balance between their personal and professional lives. Flexible work schedules, generous leave policies, and limited overnight travel provide employees ample opportunities to meet personal and family obligations.

We are a diverse group of people. The Office of the State Auditor gives equal employment opportunity to all applicants, without regard to race, religion, color, creed, national origin, sex, age, disability, or political affiliation. Whoever you are and wherever you are from, you will feel at home with us.



For more information or to fill out an employment application, contact OSA Personnel at:

N.C. Office of the State Auditor  
2 South Salisbury Street  
20601 Mail Service Center  
Raleigh, North Carolina 27699-0601

Phone: (919) 807-7617

Fax: (919) 807-7668

Email: [Personnel\\_Officer@ncauditor.net](mailto:Personnel_Officer@ncauditor.net)

[www.ncauditor.net](http://www.ncauditor.net)



**NORTH CAROLINA**  
**Office of the State Auditor**  
HONESTY • INTEGRITY • PROFESSIONALISM

**JOIN OUR TEAM  
TO STOP**



**Beth Wood, CPA**  
State Auditor