Internal Audit Data Analyst

Tennessee Department of Treasury

To apply, submit your resume to: Treasury.Resumes@tn.gov

The Tennessee Department of Treasury impacts the lives of Tennesseans every day. Treasury is responsible for many of the financial operations of state government, including managing more than $50 billion in assets through its various investment programs. We administer the State's Retirement Program, Retire*Ready*TN, which combines the state pension plan, Tennessee Consolidated Retirement System, and the State's Deferred Compensation plan. Treasury serves all Tennesseans by helping to educate and empower them to make smart financial choices, and by providing public-serving programs in the areas of college savings, financial literacy, unclaimed property, criminal injuries compensation, and more.

Job Overview:

Internal Audit assists management with achieving agency goals and objectives by conducting assurance and consulting services to identify areas where Treasury can improve operations and manage risk.

Key Responsibilities:

- Conducts risk assessments, audits of operations, reviews of divisional structures, controls, policies, and procedures
- Conduct data analysis and continuous auditing using current data analysis software solution and related Governance, Risk & Compliance (GRC) reporting structure
- Investigates irregularities and recommends corrective actions
- Conducts special projects at the request of management
- Ensures the Treasury's records and performance meet the requirements set forth by rules and regulations, State of Tennessee Statutes, Audit Committee guidelines, Generally Accepted Accounting Principles (GAAP), and the Institute of Internal Auditor's *Code of Ethics and Standards for the Professional Practice of Internal Auditing* (SPPIA)

Qualifications:

- Intermediate knowledge of data analysis solutions such as Audit Command Language (ACL), Microsoft Access and/or SQL
- Solid knowledge in areas of data analysis, accounting, or auditing with the ability to work independently
- Documented work experience using ACL (or current data software solution) to complete projects involving data analysis and auditing is required
- Graduation from an accredited four-year college or university with a major in data analysis, auditing, or computer sciences. Other relevant college degrees considered
- 1-4 years of similar or related experience

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- ACL Certified Data Analyst (ACDA) and Certified Public Accountant (CPA) preferred or agree to obtain within a reasonable time of hire. Certified Internal Auditor (CIA) or Certified Fraud Examiner (CFE) preferred
- Experience with Tableau is preferred

The State of Tennessee is an Equal Opportunity Employer.
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