



# OKLAHOMA

## Office of the State Auditor & Inspector

Cindy Byrd, CPA - State Auditor & Inspector

### COUNTY AUDITOR 1

County Audit Division – Ada, Duncan, Oklahoma City, Tulsa, and Weatherford Offices

### Oklahoma State Auditor and Inspector Employment Information

*“Career life balance that makes a difference!”*

ONLINE APPLICATION ADDRESS/INFORMATION – Click [HERE!](#)

The Oklahoma State Auditor and Inspector’s Office is actively recruiting applicants for County Auditor positions for district offices located in Ada, Duncan, Oklahoma City, Tulsa, and Weatherford. Our goal is to promote accountability and fiscal integrity in state and local government.

**RESPONSIBILITIES:** As a team member you will utilize your accounting and auditing skills to audit county governments and other local government in the assigned regional district location. Some investigatory work may be required.

Extensive in-state travel may be required for some audits. *Flexibility with travel and overnight arrangements are essential to this job position.*

The County Auditor performs financial, operational, and federal compliance audits. Responsibilities include conducting interviews with client personnel, evaluating internal controls, determining compliance with laws and regulations, assessing the effectiveness of operations and procedures, performing specific audit procedures, and preparing audit working papers to be used in writing the final audit report.

**EDUCATION/EXPERIENCE:** Bachelor’s degree in accounting or other business-related field, or a minimum of two years’ experience in an accounting and/or audit environment, Knowledge of generally accepted accounting principles, generally accepted auditing standards, and Government Auditing Standards. Investigatory experience a plus.

**ADDITIONAL SKILLS:** Strong verbal and written communication skills, ability to work as part of a team, proficiency in Excel, Word, and CAATS.

**SALARY/BENEFITS:** The Oklahoma State Auditor and Inspector’s Office offers the following benefits package:

- Competitive salary - entry level \$42,000 - \$50,000 range; salary is commensurate with education and experience.
- Excellent state benefits consisting of:
  - Defined Benefit Contribution Plan – 457 Plan – Deferred Compensation
  - Comprehensive health insurance – medical, dental and vision
  - Generous Benefits Allowance - 100% Paid Employee Health Insurance and up to 75% for Family.
  - Longevity Bonus
  - 11 Paid State Holidays annually
  - 3 Weeks Annual Leave/ 3 Weeks Sick Leave (of which annual leave increases at 5, 10, and 20 years of service)
  - 4-day work week (10-hour days)
  - State vehicle provided for transportation (or mileage reimbursed at the federal rate, hotel expense card, and fuel card for travel expenditures.
  - Per Diem for overnight travel
  - CPE training provided/Educational leave for certifications

If interested, please submit a letter of interest and your resume to:

Brijett Horton  
County Audit Division, P.O. Box 1201 Ada, OK 74820  
Email: [bhorton@sai.ok.gov](mailto:bhorton@sai.ok.gov)  
Ph. (580) 332-3845  
Fax (580) 332-7860

The Oklahoma State Auditor and Inspector’s Office is committed to our policy to provide equal employment and advancement opportunity without regard to political or religious opinion or affiliation, race, creed, gender, age, color, national origin, or disability, so long as the disability does not render the person unable to do the work for which employed. All qualified applicants are encouraged to apply.