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State of Nevada Announces

An Open Competitive Recruitment for:

AUDITOR 1 - Underfill

APPROXIMATE ANNUAL SALARY - \$56,689.20 to \$83,666.16 PAY GRADE: 32

For more information on benefit and retirement programs, please see the sections below. In order to receive consideration, applicants must indicate their availability for any work type, travel, and location requirements listed.

JOB INFORMATION

- Work Type: Permanent, full time vacancies as they may occur Statewide.
- Department: [Motor Vehicles](#)
- Division: Motor Carrier
- Job Class Code: 07.161

RECRUITMENT INFORMATION

- Announcement Number: 48559
- Open to all qualified persons.
- Posted 08/20/2024
- Close Date: 09/03/2024
- Recruiter:
SUSAN ASHLEY
Phone: (775)684-0132
Email: g.ashley@admin.nv.gov
- Applications accepted for another 11 Days 0 Hrs 15 Mins

The Position

Auditors conduct audits on accounts, records, activities, operations and/or internal controls of individuals, business organizations, State agencies or other government jurisdictions subject to State taxation or regulation to ensure compliance with State and federal rules and regulations and legal requirements and/or proper safeguarding of agency funds.

Incumbents perform in a trainee capacity and acquire the knowledge, skills and abilities required in this occupation. OR Incumbents perform basic tasks or elements of the job not requiring the additional knowledge, skills and abilities to perform at the next level in the series.

This announcement will be used to fill multiple positions within the Department of Motor Vehicles-Motor Carrier Division in our Carson City and Las Vegas offices. This will be underfilling an Auditor 2. The Motor Carrier Division is responsible for the administration and regulation of Motor Carriers registering through the International Registration Plan (IRP), the International Fuel Tax Agreement (IFTA), or Intrastate authority, and the Motor Fuel/Special Fuel Industries. This position may be required to travel 25% of time. Under general supervision, incumbents learn to perform the duties described in the series concept in a training capacity performing the most basic auditing assignments as determined by the agency. This class represents the trainee level and may provide for progression to the next level in the series upon meeting the minimum qualifications, satisfactory performance and with the approval of the appointing authority. The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages. ***THIS RECRUITMENT MAY CLOSE WITHOUT FURTHER NOTICE DEPENDING ON THE NUMBER OF APPLICATIONS RECEIVED. APPLICANTS ARE ENCOURAGED TO APPLY AS SOON AS POSSIBLE***

To see full Class Specifications visit: http://hr.nv.gov/Resources/ClassSpecs/Class_Specifications-7_0/

To Qualify:

In order to be qualified, you must meet the following requirements:

Education and Experience (Minimum Qualifications)

- Bachelor's degree from an accredited college or university, which included 6 college credits in beginning accounting and/or auditing; OR graduation from high school or equivalent education, supplemented by 6 college credits in beginning accounting and/or auditing, and two years of professional or technical level auditing or accounting experience involving analyzing financial information and making recommendations based upon that analysis; OR two years of experience as an Accountant Technician I in Nevada State service; OR an equivalent combination of education and experience as described above, which must have included 6 college credits in beginning accounting and/or auditing.

Special Notes

- Applicants must attach a copy of their college or university transcripts indicating successful completion of required credits in accounting and/or auditing.

Special Requirements

- A valid driver's license or evidence of equivalent mobility is required at the time of appointment and as a condition of continued employment.
- This position requires a State of Nevada/FBI background check, at the cost of the applicant.

The Examination

Application Evaluation Exam

The exam will consist of an application evaluation. It is essential that applications include detailed information with time frames regarding education and experience. The most qualified applicants will be contacted by the hiring agency for interview. The hiring agency may require specific skills related testing as part of the interviewing process.

The following additional questions are part of this Recruitment

- 1) Describe your experience with the International Registration Plan (IRP) and the International Fuel Tax Agreement (IFTA) and/or Motor Fuel taxation.
- 2) Describe your experience with governmental and/or compliance auditing.

INFORMATIONAL LINKS

For more information about state employment, visit the following:
 Division of Human Resource Management:
<http://hr.nv.gov>
 Public Employees Retirement System:
<http://www.nvpers.org>
 Public Employees Benefits Program:
<http://pebp.state.nv.us>
 More Benefits Information:
<http://nvjobs.nv.gov/Applicants/EB>

REFER A FRIEND

Help us reach qualified candidates! Refer a friend by clicking here:
[Email](#)

Direct Inquiries or Correspondence to:

**Division of Human Resource Management
 Northern Nevada**
 515 East Musser Street,
 First Floor
 Carson City, Nevada 89701-4204

**Division of Human Resource Management
 Southern Nevada**
 7251 Amigo St,
 Suite 120
 Las Vegas, NV 89119

TDD for the Hearing Impaired (800) 326-6868

TDD for the Hearing Impaired (800) 326-6868

To begin the application process, click on the Apply button. Click Cancel to return to the previous page.

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