



CITY OF LITTLE ROCK  
invites applications for the position of:  
**Senior Internal Auditor**

An Equal Opportunity Employer

**DEPARTMENT:** Finance Department

**FULL SALARY RANGE:** \$25.43 - \$39.16 Hourly  
\$52,889.00 - \$81,449.00 Annually

**JOB TYPE:** A1 -Full Time- Regular Position

**FLSA:** Exempt position, not eligible for overtime compensation.

**OPENING DATE:** 01/20/21

**CLOSING DATE:**  
Continuous

**GRADE:** 712

**OPENINGS:**  
1

**REQUIRED LICENSES AND/OR CERTIFICATIONS:** A valid Arkansas Class D Non-Commercial Drivers License before employment and maintain licensure for the duration of employment in this position

**SAFETY/SECURITY SENSITIVE DESIGNATION:**

This position is not designated as a safety/security sensitive position and is not subject to random drug and alcohol screening.

**JOB OBJECTIVE AND ESSENTIAL FUNCTIONS:**

**JOB OBJECTIVE:** To review and analyze various financial-related activities and records of City of Little Rock Departments; conducts internal audit functions to determine compliance with applicable laws, ordinances, policies and procedures; conducts other internal audit reviews of City activities as assigned.

For a complete list of position's essential functions and pre-employments required, please visit our website [here](#).

**MINIMUM QUALIFICATIONS AND ADDITIONAL REQUIREMENTS:**

*These knowledge, skills, and abilities are usually, although not always, acquired through completion of Bachelor's Degree in Accounting from an accredited college or university; Master's Degree preferred; and two (2) years of demonstrated recent experience in accounting with an emphasis in compliance, management reporting, or auditing in a private or public environment required to produce financial reports in compliance with Generally Accepted Accounting Principles (GAAP) and/ or the Government Accounting Standards Board (GASB) and one (1) year of supervisory experience or one (1) year of experience as a project leader or related experience. Equivalent combinations of education and experience will be considered.*

**APPLICATION REQUIREMENTS:**

- Online applications only
- Applicant's answers to supplemental questions will be used to screen for minimum qualifications electronically.
- Please include a complete work history when completing application. Work history may impact initial salary offer amount for the successful candidate.
- List of qualified applicants will be considered active for up to six (6) months and may be used to fill future openings with same or similar minimum qualifications.
- All communication regarding application status will be sent to candidates via text message/ email address listed on account.
- You may check your [NeoGov inbox](#) to review all notices sent to the email address associated with your applications.
- Applicants may check application status for any position by logging into their [account](#) at or contacting Human Resources at (501) 371-4590 if they are having computer difficulties.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.littlerock.gov/for-job-seekers/city-employment/>

Job #FN-2020-01  
SENIOR INTERNAL AUDITOR  
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THE CITY OF LITTLE ROCK HUMAN RESOURCES  
500 West Markham, Suite 130W  
Little Rock, AR 72201-1428  
501-371-4590  
[HR-Employment@littlerock.gov](mailto:HR-Employment@littlerock.gov)

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### Senior Internal Auditor Supplemental Questionnaire

- \* 1. Do you possess or will you be able to obtain a valid Arkansas Class D (Non-Commercial Vehicle) Driver's License? NOTE: This license is required prior to employment in this position.  
 Yes  No
- \* 2. Have you earned a Bachelor's or Master's degree in Accounting? NOTE: To receive credit, degree(s) must be listed in education section of application.  
 Yes  No
- \* 3. Do you have at least two (2) years of demonstrated recent experience in accounting with an emphasis in compliance, management reporting, or auditing in a private or public environment required to produce financial reports in compliance with Generally Accepted Accounting Principles (GAAP) and/ or the Government Accounting Standards Board (GASB)  
 Yes  No
- \* 4. Please describe all relevant experience including tenure, job duties, and employer(s). NOTE: To receive credit, employer(s) referenced must be included in the work history section of your application. If no experience, enter N/A.
- \* 5. Do you have one (1) year of supervisory or leadership experience?  
 Yes  No
- \* 6. If yes, what position(s) listed in your employment history had supervisory or lead worker responsibilities? If no experience, enter N/A.

\* 7. How did you find out about this particular position?

- LRJobs.LittleRock.gov
- Facebook
- LinkedIn
- Arkansas Business
- Newspaper (Arkansas Democrat Gazette or El Latino)
- City Employee
- Friend or relative who does not work for the City
- Internet Search Engine
- College/University Career Page
- Job Fair
- Other
- Career Counselor (Military)
- Career Counselor (Workforce, Goodwill, or other)
- Re-entry Program (Community Programs)
- Virtual Job Fair
- Department of Workforce Services

\* Required Question