



CITY OF AURORA, COLORADO



# City Auditor



## THE CITY

Situated on prairie grasslands, rolling hills and the Black Forest's northern tip, Aurora offers something for every lifestyle, from convenient urban living to master-planned communities. Aurora is a close-knit community with excellent services and amenities. With Buckley Air Force Base, the Anschutz Medical Campus, Fitzsimons Innovation Community, and other major employment centers, the city has thriving aerospace, defense, bioscience, health care, and distribution industries. Aurora is also a global community. People from around the world live, work and have businesses throughout Aurora, creating a culturally rich environment and one of the city's greatest assets.

Long known as the Gateway to the Rockies, this All-America City lies on the eastern edge of the Denver-Aurora metropolitan area. The city boasts spectacular views of the Front Range spanning from Pikes Peak to Longs Peak. And, if you need to travel locally or abroad, Aurora's proximity to three major highways, light and commuter rail lines, and Denver International Airport makes it accessible and a short commute to the world.

More than 386,000 residents and 10,000 businesses choose to call Aurora home, making it the third largest city in Colorado and the 51st largest in the United States. The city covers 160 square miles and is located within three counties, Arapahoe, Adams, and Douglas, with 74 square miles of land inside city limits still undeveloped. Aurora's diversity as a majority-minority city, where no one ethnic group is the majority population, is reflected in its many ethnic and independent restaurants and thriving arts scene.

Aurora provides access to quality education, with five school districts and nine campuses of higher learning meeting the instructional needs of residents and those beyond the city limits. Aurora is the only place in Colorado where students can get a Doctor of Medicine degree.

Aurora's climate is mild and dry, offering residents and visitors ample opportunity to get outside, stay fit, and enjoy all that Colorado living has to offer. Aurora has five golf courses, two reservoirs, more than 97 parks, and over 4,000 acres of open space and trails. Situated at the foot of the Rocky Mountains, Aurora is a gateway to all Colorado has to offer.

## WHY WORK FOR AURORA?

- ◆ Make a difference in the lives of real people every day
- ◆ Enjoy the benefits of serving a diverse community
- ◆ Competitive total compensation package
- ◆ Well-Funded General Employees Retirement Plan (aka pension plan)
- ◆ Telework options available
- ◆ Flex schedules for qualifying employees
- ◆ On-site fitness center and overall employee well-being programs
- ◆ Internal educational programs to assist with career advancement

For further information, please visit the city's website at [www.auroragov.org](http://www.auroragov.org)

## GOVERNANCE

The City of Aurora is a full-service city governed by a council/manager form of government, which combines the political leadership of elected officials with the managerial expertise of an appointed local government manager. The Aurora City Council is comprised of the mayor and 10 city council members. Of those 10 members, six members represent one of the six wards that section the city. The remaining four members are elected at-large, like the mayor, to represent the city. The city of Aurora has 30 boards, commissions, committees, and authorities





composed of citizen volunteers appointed by the Aurora City Council. The City Manager is appointed by and reports to the mayor and City Council.

It is an exciting time to work for the City of Aurora, we're growing and looking for dedicated and collaborative individuals to join our team of talented and valued employees. Excellent organizations have a set of core values that are used to implement their mission and vision. The City of Aurora demonstrates our excellence by modeling the CORE 4 Values of Integrity, **Respect, Professionalism and Customer Service.**

#### THE CORE 4

**Integrity ♦ Respect ♦ Professionalism ♦ Customer Service**

*"Aurora is built on a set of four core values that are used to carry out our mission and vision. As ambassadors, each and every [employee] respects these principles as the cornerstone of our city. We hold ourselves accountable to them, and we use them to guide the decisions we make."*

To learn more go to: [www.AuroraGov.org](http://www.AuroraGov.org)

### POSITION OVERVIEW

The Office of Internal Audit delivers an independent, systematic, transparent, and disciplined approach to evaluate and improve the efficiency and effectiveness of municipal services and programs by seeking meaningful performance improvement as a result in each engagement. The City Auditor reports to the City Manager and serves as the Chief Audit Executive (CAE) for the City in accordance with professional standards and provides assurance that risks are mitigated, and that city governance is strong and effective. This position provides updates to the City's Audit Committee and has administrative oversight to two staff Auditors and the City's Police Auditor.

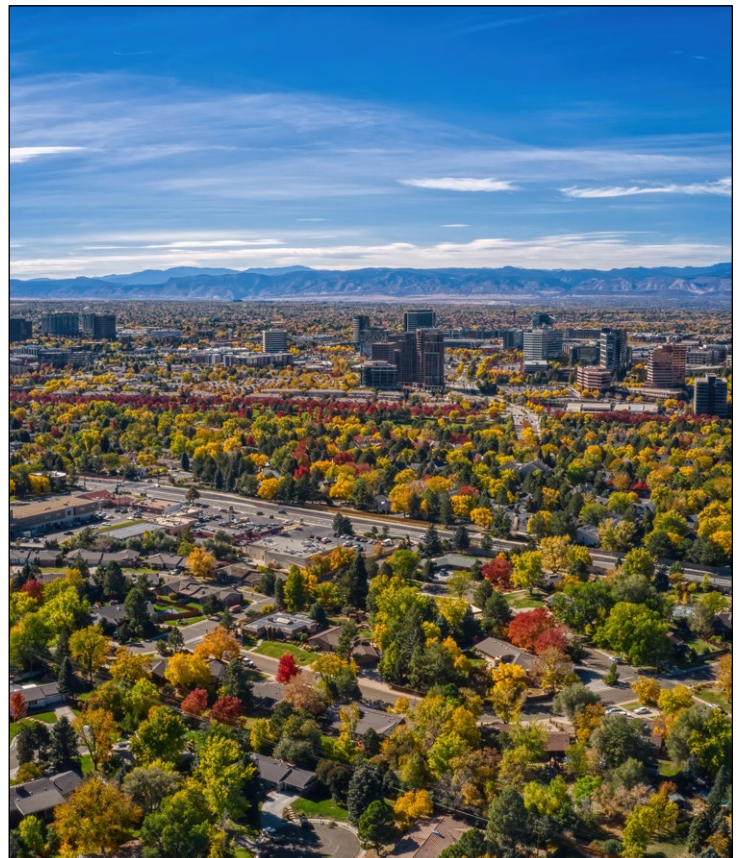
The City Auditor and staff will work collaboratively with departments to objectively analyze City-wide operational procedures and internal controls, identify areas needing improvement regarding cost effectiveness and efficient delivery of City services, as well as recommendations for enhancing processes, policies, and procedures. This position will also investigate potential internal fraud and theft cases, and serve as an administrator for Ethical Advocate, the City's ethics, and whistleblower hotline platform. A key project for this role will include an upgrade to the existing audit software system (TeamMate) by migrating to the cloud-based platform. Working knowledge of this software is ideal, but not required. ***This position is eligible for a signing bonus, along with the opportunity for a remote/hybrid work schedule for candidates that live within the Aurora/Greater Denver area.***

### CHARACTERISTICS OF THE IDEAL CANDIDATE

The ideal candidate shall have demonstrated success in developing and managing a business-like approach to improving audit procedures and processes, as well as internal controls and protocols. This experienced professional must be highly competent in governmental auditing and accounting and will ensure that audit practices employed are in compliance with the International Professional Practices Framework (IPPF) of the Institute for Internal Auditors. This innovative leader must have proven strategic planning, decision making, problem-solving, and listening skills, along with excellent written and verbal communication skills. This highly collaborative leader shall have exceptional interpersonal and analytical skills to bring credibility to this role and have the ability to quickly establish mutual respect and trust with the City leadership, department staff and elected officials.

The **City Auditor** shall have these additional core competencies:

- ♦ **Forward-Thinking** – Fosters a vision and direction for the Office; seeks "best practices" for continued growth and effectiveness; develops a rolling, flexible, agile audit plan, strategies, priorities, goals, and objectives.



- ◆ **Adaptable and Managing Change** – Able to adapt to ongoing challenges and capable of shifting in various directions due to changes in goals or issues that arise; provides information and feedback to City leadership as needed.
- ◆ **Results Oriented** – Makes sound decisions collaboratively with the team; optimizes resources and initiates efficient work processes; pursues smart goals and works diligently to achieve them; possesses the ability to evaluate and improve processes and procedures to enhance services.
- ◆ **Problem-Solving and Strategic Thinking** – Demonstrates the ability to analyze, interpret and effectively identify and solve problems; makes informed decisions, and successfully addresses complex organizational challenges; provides and implements creative solutions with clear direction for setting courses of action.
- ◆ **Manage and Develop Professional Staff** – Demonstrates the ability to manage and develop audit professionals helping them enhance their professional capabilities, increase their knowledge of local government operations, guide them in being more effective as a team, and helps them to work independently.
- ◆ **Politically Astute and Collaborative** – Has a professional presence suitable to successfully engage with City Management, City Council, Audit Committee, county and state officials, and community stakeholders.

## MINIMUM QUALIFICATIONS

- ◆ Bachelor's Degree in Accounting, Finance, Business Administration, or directly related field.
- ◆ Five (5) years progressively responsible experience as an internal auditor or auditor with a public accounting firm.
- ◆ Three (3) years supervisory/leadwork experience.
- ◆ Candidates are **required** to have current credentials **either** as a Certified Internal Auditor (CIA) **or** a Certified Public Accountant (CPA), but both are desirable.
- ◆ Additional credentials as a Certified Government Auditing Professional (CGAP), Certified Fraud Examiner (CFE) or Certification in Risk Management Assurance (CRMA) are also desirable, but not required.

An equivalent combination of education, training, and experience that demonstrates the required knowledge, skills, and abilities may be considered.

## COMPENSATION AND BENEFITS

The salary range for this position is **\$127,000 to \$150,000** annually.

Starting salary to be commensurate on the qualifications and experience of the successful candidate. This position is eligible for remote/hybrid work opportunities. The City also offers an attractive benefit package. To learn more, go to: <https://jobs.auroragov.org/benefits>

## APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (who will not be contacted without prior notice) by **Friday, December 30, 2022**. Please submit your materials to: <https://www.cpshr.us/recruitment/2116>.

For additional information about this position please contact:



KYLIE WILSON  
CPS HR Consulting  
[kwilson@cpshr.us](mailto:kwilson@cpshr.us)  
Website: [www.cpshr.us](http://www.cpshr.us)

Candidates deemed to have the most relevant backgrounds will be invited to participate in a preliminary screening interview with the consultant. Those individuals determined to be best suited will be invited to participate further in a formal assessment process. An appointment is anticipated upon the completion of comprehensive reference and background checks.

