



## ASSOCIATE INFORMATION SECURITY AUDITOR Position Description

The [Auditor of Public Accounts \(APA\)](#) is the legislative external auditor for the Commonwealth of Virginia's executive and judicial branches. We serve Virginia citizens and decision makers by providing unbiased accurate information and sound recommendations to improve accountability and financial management of public funds. Associate Information Security Auditors are responsible for planning and performing technical audits of various technologies, including databases, operating systems, web applications, and network infrastructure devices of state agencies and institutions of higher education by collaborating in a hybrid work environment at the client site, in-person in the Richmond office, and remotely from home. We are looking for mission-driven individuals eager to make a difference in the Commonwealth and motivated to advance with a Richmond Top Workplace employer while enjoying award-winning work/life balance. Interested candidates should send their resume and cover letter to [talent@apa.virginia.gov](mailto:talent@apa.virginia.gov).

### Position Details

- Obtain an understanding of the audit objectives and concepts
- Perform assessments related to enterprise risk management, contingency and disaster recovery planning, and agency information security programs
- Ensure that audit programs and testwork are documented and performed in accordance with applicable auditing standards
- Demonstrate critical, analytical, and creative problem-solving skills, and sound professional judgement
- Maintain a questioning state of mind and exercise professional skepticism in gathering and evaluating evidence
- Demonstrate an understanding of materiality/significance and how it applies to the audit
- Independently manage workload of assigned audits to ensure completion within budget and meet deadlines

### Minimum Requirements

- Information Technology (IT)-related bachelor's degree
- Demonstrates an understanding of database management systems, operating systems, perimeter protection systems, web application architectures, and network infrastructure technologies
- Strong verbal and written communication skills
- Strong analytical skills
- Ability to prioritize and manage multiple projects concurrently
- Working knowledge of Windows and Microsoft Office software, including Word & Excel
- Occasional overnight travel requires a valid driver's license and ability to provide own transportation
- U.S. citizen or permanent resident and must pass a background check

### Salary and Benefits

- Salary \$55,000
- Annual, Sick, Family/Personal paid time off and 13 paid state holidays
- Community Service, Parental, Education, and Certification Exam leave options
- Tuition and Exam Fee Reimbursement
- Health, Dental, Life, and Long-term care insurance
- Medical and Dependent Care Flexible spending accounts
- Defined Benefit and Defined Contribution retirement plan through the [Virginia Retirement System](#)



Collaborative



Engaged



Knowledgeable



Professional