

OFFICE OF THE INSPECTOR GENERAL



Vacancy Announcement **Deputy Assistant Inspector General for Audits, Inspections and Evaluations** **GS-0511-15 / GS-0343-15**

The Smithsonian Institution (Smithsonian) Office of the Inspector General (OIG) requires a highly motivated and qualified individual to serve as the Deputy Assistant Inspector General (DAIG) for Audits, Inspections, and Evaluations (AIE). The selectee will work with and report to the Assistant Inspector General (AIG) for AIE to conduct and coordinate oversight of Smithsonian programs and operations.

ABOUT THE SMITHSONIAN OIG:

The Smithsonian is the world's largest museum, education, and research complex, with 21 museums and the National Zoo. The OIG was created in 1989 to detect and prevent fraud, waste, and abuse; to promote economy and efficiency; and to keep the head of the Smithsonian and Congress fully and currently informed of problems at the Smithsonian.

The OIG is a dynamic and exciting place to work. We take pride in creating a collegial, collaborative, and supportive working environment. We have a relatively small Office of Audits, Inspections, and Evaluations, which will allow the selectee to hone and expand their skills by working on a wide variety of assignments.

The location of this position is in Washington, DC.

Open and closing dates

6/4/2025 to 6/18/2025

Salary range

\$167,603 - \$195,200

Pay scale and grade

GS-15

Promotion potential

None

Location

Washington, DC

Remote job

No

Telework eligibility

Ad hoc as determined by OIG policy

Travel

Occasional travel may be required. Less than 5%.

Relocation expense reimbursement

No.

Work schedule

Full time, permanent

Supervisory status

Yes

Security clearance

None

This job is open to

Federal employees with permanent status or individuals eligible for special appointing authorities who have already served for 52 weeks or more in a GS-15 or SES / SL position.

SPECIALIZED EXPERIENCE

You must currently be at the GS-15 level or SL performing duties that are similar to the work of this job. This position requires experience serving as a Supervisory Auditor, Evaluator, or Inspector, managing teams of auditors, evaluators, or inspectors conducting, reporting, and making recommendations in connection with oversight engagements; planning, evaluating, or directing highly complex oversight engagements. Experience with Blue Book evaluations and/or inspections is required.

MAJOR DUTIES**In this position, you will:**

- Plan and carry out the full range of supervisory and managerial authorities related to assignment of work, coordination with other programs, management advisory services, technical work direction, evaluation of subordinates, recommending selections for both non-supervisory and supervisory positions, resolving serious complaints, approving or proposing disciplinary actions, determining or approving training needs, approving expenditures of funds, recommending or approving awards and bonuses, determining means to improve productivity, and other delegated authorities.
- Coordinate the development of proposed annual work plans and schedules for audits, inspections, and evaluations (engagements).
- Review draft engagement reports, findings and recommendations. Direct further research, the development of more detailed explanations or additional findings as appropriate. Discuss or direct the discussion of draft engagement findings with appropriate individuals prior to the finalization of reports in order to ensure the most complete and constructive final report.
- Personally present or oversee the presentation of engagement reports to the highest levels of management, and other high-impact audiences.
- Perform other duties as assigned

HIGHLY RECOMMENDED COMPETENCIES:

- Mastery of management principles and supervisory techniques and concepts to coordinate and lead activities of team members and ensure timely completion of engagements.
- Expertise in developing and applying oversight engagement techniques and methodology and in planning and executing oversight engagements of Smithsonian Institution programs or diversified activities.
- Ability to produce comprehensive final draft reports that are cohesive, clear, and convincing.
- Knowledge of presentation and speaking techniques sufficient to present and defend engagement results and to represent the office before the highest levels of management, and other high-impact audiences.

HOW TO APPLY:

To apply for this position, submit the documents listed below to Recruitment@oig.si.edu by June 18, 2025.

- Brief cover letter highlighting experience with Blue Book inspections and evaluations;
- Resume;
- Most recent SF-50, *Notification of Personnel Action*; and
- Most recent performance appraisal.

If you have questions about this opportunity, please contact William Hoyt at whoyt@oig.si.edu.