

**Position:** Auditor

**Opening Date:** 03/21/2022

**Announcement:** 22-13

**Closing Date:** 04/15/2022

**Company:** Tennessee Valley Authority, Office of the Inspector General

**Department:** Evaluations

**Work Location:** Knoxville or Chattanooga, Tennessee

**Salary Range:** \$58,300-\$93,100

Named one of the "Best Places to Work" in the federal government in each of the last 6 years by the Partnership for Public Service, the TVA Office of the Inspector General is a federally-mandated oversight organization charged with preventing and detecting fraud, waste, and abuse and fostering efficient and effective operations within the Tennessee Valley Authority. TVA is the largest government-owned electric utility in the United States, providing electricity to 10 million people in 7 states.

Evaluations is part of the Audits and Evaluations organization with the Office of the Inspector General. Evaluations performs both comprehensive reviews and more limited-scope policy and program reviews to monitor compliance and assess the efficiency and effectiveness of TVA's operations. We perform reviews in accordance with Quality Standards for Inspection and Evaluation as prescribed by the Council of the Inspectors General on Integrity and Efficiency (CIGIE).

Principal Accountabilities:

1. Performs and may lead program and process reviews of varying complexity to assess the efficiency and effectiveness of TVA operations, monitor compliance with applicable laws and industry regulations, measure performance, and conduct inquiries into allegations of fraud, waste, abuse, and mismanagement. Provides feedback and communicates effectively with team members and the Audit Director regarding their work products.
2. Performs data collection and analysis of records and prepares written summaries of work performed and conclusions made.
3. Conducts entrance conferences, exit conferences, and interviews. Takes discussion notes and develops meeting write-ups and summaries that are clear, concise, and grammatically correct.
4. Writes clear, concise reports that are well supported and comply with office policy on report formats.
5. May occasionally perform quality control reviews to ensure reports comply with evaluation standards and that adequate evidence exists to support the findings and recommendations.
6. May perform the supervisory review function as defined by the quality standards for evaluation.
7. Periodically conducts risk assessments of TVA programs and operations to identify review areas for inclusion in the annual audit work plan.
8. Develops an understanding of the OIG's mission, vision, and values, including the standard operating policies and procedures of the OIG.
9. Responsible for learning about TVA programs and operations.
10. Performs other duties as assigned.

Minimum Requirements:

- Bachelor's degree from an accredited college/university in Accounting, Forensic Accounting, Finance, Business Administration, Data Analytics, Public Administration, Statistics, Industrial and Systems Engineering or other related field.
- 2-5 years of related audit experience.
- Ability to use Microsoft Excel to analyze, draw conclusions from and summarize large data sets. Ability to use Microsoft Word to produce reports and draft formal office communications. Ability to use PowerPoint to present findings to diverse audiences. Experience using any other programs for conducting analysis on large quantities of data is a plus.
- Ability to communicate effectively to a variety of organizational stakeholders.
- Excellent analytical and organizational skills.
- Strong interpersonal skills and ability to build relationships.
- A willingness to learn and apply knowledge and skills in new areas.
- Ability to work independently, manage work based on project plans and deadlines, and proactively communicate delays and challenges.

Desired Skills/Experience:

- Knowledge of environmental policy and regulation.
- Experience with process and program improvement initiatives.

**How to Apply:**

By Friday, April 15<sup>th</sup>, submit electronically a cover letter and resume to: [oigcareers@tvaoig.gov](mailto:oigcareers@tvaoig.gov). Announcement number should be included in the subject line of your email. Also, please note the source where you found the vacancy announcement. For more information about our office, please see our Web site at <http://oig.tva.gov>. For more information about TVA, please see their Web site at <http://www.tva.gov>.