



# Performance Auditor Intern

January 2023 | Office of the Legislative Auditor General

## State of Utah

### Invites applications for the position of Performance Auditor Intern, Job #35633

**PHYSICAL ADDRESS:** Utah Legislature  
Office of the Legislative Auditor General  
W315 House Building, State Capitol Complex  
Salt Lake City, UT 84114

**OPENING DATE:** Thursday, January 5, 2023  
**CLOSING DATE:** Friday, January 20, 2023, 6 p.m.

#### **JOB DESCRIPTION:**

The mission of the Office of the Legislative Auditor General is to serve the Utah Legislature and the citizens of Utah by providing objective and credible information, in-depth analysis, findings, and conclusions that help legislators and other decisionmakers improve programs, reduce costs, and promote accountability.

We are looking to fill multiple Performance Auditor Intern positions. This entry-level role is intended to be occupied by students completing their final year of a directly relevant master's degree program. The work schedule is flexible, generally 20-25 hours per week arranged around your school schedule. Auditor Interns are assigned to specific audit teams where they receive on-the-job training in audit methodology and process. Specifically, Auditor Interns are trained to:

- Conduct efficiency, effectiveness, compliance, financial, and organizational performance reviews of state government agencies.
- Support senior performance auditors and auditors-in-charge to gather and interpret data used in reports to the Utah State Legislature.
- Distill complicated data sets and concepts into multiple formats, reports and infographics aimed at different audiences, considering the varied needs and requirements of those audiences.

#### **EXAMPLE OF DUTIES:**

- Collect and analyze data necessary to evaluate state agencies
- Conduct interviews, field observations, and document reviews of audited agencies in a potentially hostile environment.
- Compile information into reports for legislators and other public officials

#### **THE IDEAL CANDIDATE ALSO HAS:**

- An aptitude for understanding qualitative and quantitative analytics, organizational and financial controls.
- Strong interpersonal communication skills necessary to create and maintain cooperative and effective working relationships.
- Stellar writing and presentation skills to effectively communicate audit conclusions.



## MINIMUM QUALIFICATIONS:

- At least one full year of master's degree coursework completed in public administration, public policy, economics, or closely related field.
- Must be non-partisan

## SALARY:

- \$22.00 per hour. This position is not eligible for benefits.
- This position will be up to a one-year assignment with a possibility to work into a full-time benefits eligible position.

**All offers of employment for positions within the Office of the Legislator General are issued conditioned upon successful completion of an FBI-level (fingerprint) background check administered by BCI. Once employed, an employee is subject to the FBI's on-going process of continuous monitoring for criminal and arrest records.**

**APPLICATION INSTRUCTIONS:** Send a cover letter and resume by the closing date/time to [hr@le.utah.gov](mailto:hr@le.utah.gov).

## SUPPLEMENTAL INFORMATION:

*Employees in this position serve at the pleasure of the appointing officer in an at will status and may be terminated at any time without cause. This is not a career service position.*

*The State of Utah is an equal opportunity employer. Hiring is done without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability. Reasonable accommodations provided to known disabilities of individuals in compliance with the Americans with Disabilities Act. For accommodation information or if you need special accommodations to complete the application process, contact Rebecca Smyrniotopoulos at [rsmyrn@le.utah.gov](mailto:rsmyrn@le.utah.gov).*

*Veteran's Preference (Utah Code Ann. 71-10-1, et. Seq.) An applicant claiming veteran's preference must do so in the body of the cover letter by providing sufficient information to identify the type of veteran's preference requested. Additionally, a copy of the applicant's DD-214 must be attached to the resume. If a disabled preference is claimed, a copy of the applicant's letter from the VA stating the disability percentage granted must also be attached.*