Georgia State University

Job Title: IT Auditor II

General Description
Audits University information technology (IT) at an advanced level under limited supervision. Assists in the management of audits as needed.

Examples of Duties
- Serves as auditor-in-charge for audits and projects directly involving IT and IT audit advisors.
- Conducts planning meetings with management to assess the audit scope.
- Develops the audit scope and objectives based on the budgeted time, circumstances, and complexity of the audit; develops audit programs to address systems development processes, data access and security, and network, system, and application security.
- Performs the preliminary phase of the audit engagement, such as analyses of internal control, network, system and application security, process improvement, integrity of financial and operational data, economy of resource utilization, and the accomplishment of goals.
- Develops detailed audit test procedures to verify the compliance with criteria associated with information technology and systems; tests transactions.
- Supports the Georgia Department of Audits and Accounts Technology Risk & Assurance group and outside audit firms in reviewing primary IT general control procedures.
- Reviews IT operations, change management, training, and other core functions.
- Coordinates and develops University System of Georgia IT auditing initiatives.
- Communicates the progress of all audit projects to the Director and Associate Director; reports any deviation from the established audit protocol.
- Assists the Director and Associate Director in departmental administrative functions.
- Oversees data extraction and analysis initiatives.
- Performs other duties and responsibilities as assigned.

Knowledge, Skills and Abilities
- Knowledge of IT and IS related federal and state laws, and University rules and regulations.
- Knowledge of data analytics and computer-assisted auditing techniques.
- Effective time management, customer service, and organizational skills.
- Effective oral and written communication skills.
- Ability to use independent judgment.
- Ability to supervise and direct the work of others.

Minimum GSU Hiring Standards
Bachelor’s degree in Information Technology (IT), Information Systems (IS), Computer science, Accounting, or related field and five years of experience in IT/IS auditing, IT/IS operations, or IT/IS management; a Master’s degree in one of the preceding fields may substitute for one of the five years of experience. One of the following certifications required: Certified Information Systems Auditor, Certified Information Systems Security Professional, Certified Public Accountant, Certified Internal Auditor, or Certified Fraud Examiner.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.