



Office of the Auditor General of Ontario  
Bureau de la vérificatrice générale de l'Ontario

## VFM Audit Manager

(Salary commensurate with experience)

The **Office of the Auditor General of Ontario** (Office) is recruiting highly motivated accounting and non-accounting professionals interested in making a difference for the benefit of the members of the legislative assembly and the people of Ontario. You will be part of a team of professionals contributing to the Office's mandate of promoting accountability and value for money in government and broader Public sector operations. The Office conducts value-for-money (VFM) audits of Ontario provincial government ministries, government organizations and the broader public sector including hospitals, long-term care homes, universities, and school boards. The Office reports the results of its work to the Legislative Assembly and the Standing Committee on Public Accounts.

### What can I expect to do in this role?

#### VFM Audit Responsibilities

- Provide managerial leadership for VFM audits.
- Develop strategies for conducting VFM audits, including time frames and audit budgets, by obtaining a thorough knowledge and understanding of the activities of the audit entity, legislation, policies, programs and organizational relationships, as well as by gathering information from other jurisdictions and from experts in the field being audited.
- Develop and communicate audit plans, issues and recommendations to the VFM Audit Director and Assistant Auditor General (AAG) and senior auditee management.
- Prepare draft audit reports/management letters and ensure issues presented in these are well supported by sufficient audit evidence in accordance with professional auditing standards and office guidelines.
- Assist the VFM Audit Director and AAG in researching and updating the risk-ranked audit universe and recommend the audits to be conducted each year.
- Provide constructive comments for improvements or clarification of other VFM audit reports as part of the Office Report Challenge Team.

#### Management Responsibilities

- Assist in determining the staff required for each audit and appropriately assigning work to each member of the audit team.

- Resolve team conflicts and counsel staff as required.
- Keep team motivated through audit opportunities and ongoing training and development.
- Demonstrate exemplary conduct and personal integrity and promote a safe workplace as required under the Occupational Health and Safety Act.
- Complete timely and constructive performance appraisals.

#### Other Responsibilities

- Provide assistance as required when audits are selected for hearings by the Public Accounts Committee of the Legislature.
- Prepare responses to information requests from other organizations such as legislative audit offices within the CCOLA (Canadian Council of Legislative Auditors) community.
- Perform other duties as assigned.

#### **How do I qualify?**

##### *Mandatory:*

- A CPA designation and/or MPA or MBA or other post graduate relevant designation as well as significant audit experience, and knowledge of CPA and PSAB are required to successfully manage audits conducted under the *Auditor General Act*.
- Minimum of seven years recent external audit experience at a CPA firm.
- Ability to travel, mainly within Ontario.

##### *Knowledge and Technical Skills:*

- Understanding of the Ontario government environment and legislative processes and government policies and procedures is an asset

##### *Analytical, Judgement and Problem Solving Skills:*

- Excellent analytical skills to assess multi-dimensional audit issues.
- Strong organizational skills to manage a variety of audits at one time, promote effective audit processes, and meet tight deadlines.
- Professional judgment to independently conduct audits, identify issues and determine their underlying cause/impact, and develop sound conclusions and recommendations.

##### *Communication and Relationship Management Skills:*

- Strong leadership and interpersonal skills to manage a team of professionals through all phases of audits and foster a cooperative team environment and staff development.

- Strong oral communication skills to build professional relationships, discuss audit plans, resolve audit issues and communicate observations and recommendations.
- Excellent written communication skills to ensure reports are clear, concise, fully supported and easily understood by auditees and the public.

**Note:** Prior to an offer of employment, the top applicant(s) will be required to undergo a screening by the Canadian Police Information Centre (CPIC).

Interested candidates, **please submit a covering letter and resume (as one document)**, by email quoting competition number **2017** by September 7, 2020 to:

Cindy MacDonald  
Director, Human Resources  
Email: [resumes8@auditor.on.ca](mailto:resumes8@auditor.on.ca)

**Address:** 20 Dundas Street West, Suite 1530, Toronto, Ontario

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

The Office of the Auditor General of Ontario is an inclusive employer. Accommodation is available under the Ontario Human Rights Code.