

<b>Company Name</b>	Office of the Auditor General (OAG)
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<b>Position Type</b>	Summer Intern
<b>Job Posting - Position Title</b>	Student Auditor - Summer
<b>Company Website</b>	<a href="http://www.oag.mb.ca">http://www.oag.mb.ca</a>
<b>Job Posting Deadline</b>	Oct 04, 2021
<b>Application Process:</b>	Submit your application to the UW CPA Coordinator, Christy Campbell

## **Job Posting - Position Description:**

### OVERVIEW

At the Office of the Auditor General of Manitoba, we pride ourselves on positively influencing public sector performance through impactful audit work and reports. Our work goes beyond the bottom line. As legislative auditors, we serve the Manitoba Legislative Assembly, and in turn, all Manitobans.

More than 55 individuals work for the Auditor General in a variety of areas, including financial statement audits, project audits, and corporate services.

### FINANCIAL STATEMENT AUDITS

The Auditor General examines and audits the financial statements included in the province's Public Accounts, and any other statements with Minister of Finance presents for audit.

The Auditor General is also responsible for examining and auditing public money that is not part of the Consolidated Fund, unless an Act provides otherwise.

The Office conducts financial statement audits for a number of entities within the Government Reporting Entity as well as several government sponsored pensions. External audit firms audit all other public sector entities within the Government Reporting Entity.

The Government Reporting Entity includes all funds, organizations, and business enterprises controlled by the government (for example, school divisions, universities, regional health authorities, Manitoba Hydro and Manitoba Public Insurance).

### JOB DESCRIPTION

As a member of the financial statement division, you will work in a team setting to complete audit work on financial statement audits. The Auditor is expected to exercise sound professional judgment and must efficiently and effectively deliver assignments. The Auditor is expected to:

Gather audit evidence

- Appropriately perform all audit program procedures on assigned sections.
- Ask questions as required to clarify information/situations.

- Bring to team's/supervisor's attention in a timely manner, any new information or changed circumstances that may impact an approved planning decision.
- Prepare financial variance analysis between time periods. With assistance, evaluate explanations for major variances.

#### Document their work

- Produce clear, concise, well organized, relevant and reliable documentation of the audit work performed.

#### Manage their time and budgets

- Assigned sections of audit are completed within budget and on time, or supervisor advised in a timely manner of problems.

#### Comply with standards

- Comply with all professional standards and Office policies.

### COMPETENCIES

#### Analyses

- Gathers relevant information and organize it in a logical manner. Identifies and solves problems.
- Uses basic problem analysis to recognize and define the nature of the problem.

#### Makes decisions

- Makes decisions in accordance with established guidelines or commonly accepted practice.

#### Plans, organizes and follows up

- Adheres to and relies on established work practices in planning, organizing and following up on assignment.

#### Team player

- Participates cooperatively and make a constructive contribution to team efforts.

#### Respects others/Builds trust

- Contributes to a positive work environment by being self-aware, professional and tactful.

#### Displays initiative

- Follows through on commitments without prompting, to successfully achieve work objectives.

The Office of the Auditor General work location takes into account public health orders and risk assessments. We are setup for both remote working as well as on-site work. Our location is downtown and easily accessible.