



Job Opening

Forensic Auditor

Full Time Position

Yearly Salary: \$95,596.80 - \$122,366.40

Job Description

The Alameda County District Attorney's Office is recruiting an investigative auditor to assist in the investigation and prosecution of criminal and civil cases in which financial records and analysis are relevant. The auditor (also known as a forensic accountant) will primarily be assembling, preserving, analyzing, forming opinions about and explaining financial records of individuals and businesses suspected of violating the law. More specifically, he or she will be:

Analyzing financial records to determine if laws have been violated (e.g., embezzlements, investment fraud, insurance fraud, securities fraud, income tax fraud and income tax evasion, payroll tax fraud and payroll tax evasion, real estate fraud, wire fraud and money laundering)

Analyzing financial records to determine where money has come from or where it has gone, in other words, the source and use of funds

Comparing financial records to determine discrepancies, potential violation of laws and defenses and investigative leads

Assisting attorneys and investigators in interviewing suspects and witnesses to obtain information regarding financial transactions and activities

Preparing audits, summary financial spreadsheets and detail reports of recommendations

Providing expert testimony in court regarding audit findings and accounting procedures

Designating which records and books should be subpoenaed or obtained by search warrants

Assisting attorneys and investigators in drafting and executing search warrants and seizure of evidence and assets

Determining the financial ability of an individual or business to pay penalties and restitution

Assisting attorneys and investigators in the preparation of cases for prosecution and trial

Required Skills:

The auditor should have the ability to:

Analyze and evaluate financial data and draw conclusions and recommendations

Prepare comprehensive, complex accounting and statistical reports

Reconstruct books and records that have been destroyed or from other financial sources

Prepare graphical representations of findings and conclusions

Utilize analytical software and compile database materials

Initiate, plan and complete work assignments with a minimum amount of direction and control

Provide expert testimony in court regarding audit findings and accounting procedures

Research various laws and regulations related to accounting and auditing

Determine where the evidence for reconstructing financial transactions can be developed

Know the rules of criminal procedure in obtaining, perfecting, and preserving such evidence to ensure admissibility in court proceedings.

Identify and detail probable cause in financial transactions that could be used in an affidavit for search warrants

Demonstrate proficiency in proving illicit income/gain with the use of direct and indirect methods such as cash expenditures, source and application of funds, bank deposits, and net worth analysis

PREFERRED QUALIFICATIONS

1. One of the following certifications: Certified Public Accountant (CPA), Certified Fraud Examiner (CFE), or Certified Fraud Specialist (CFS) certification, former or current law enforcement with experience in financial investigations

2. Minimum of five years professional paid experience which would demonstrate sufficient academic and professional accounting or investigative experience to qualify as an expert witness in the area of forensic accounting.

THOROUGH KNOWLEDGE OF:

Principles and practices of accounting necessary to analyze and evaluate complex accounting transactions

Auditing standards and procedures

Knowledge and application of direct and indirect method of proof in identifying sources of unreported income

GENERAL KNOWLEDGE OF:

Principles and practices of electronic data processing necessary to audit financial records

Analytical software, such as EXCEL, ACCESS, POWER POINT, ADOBE ACROBAT, OMNIPAGE, WORD and the ability to learn the BANK SCAN program

Advanced understanding in one or more of the basic accounting processes (e.g., U.S. Generally Accepted Accounting Practices (GAAP), Corporate Filings and Financial Statements)

How to Apply:

Please submit completed job application, cover letter and resumes to: Dajobs@acgov.org by: 5:00 p.m. on Friday, August 7, 2020.