



OFFICE OF THE
STATE AUDITOR

STATE TRANSPARENCY COORDINATOR, STATE AUDITOR APPOINTED
Deadline for Applications: August 30, 2019, at 5:00 p.m. or Until Filled

PURPOSE AND DISTINGUISHING CHARACTERISTICS

This is a position within the Office of the State Auditor. The State Transparency Coordinator will provide oversight and management of Transparent Utah, the State's financial transparency website. The incumbent will implement and manage technologies appropriate for use in the collection and presentation of State and local government financial data. The Coordinator should be familiar with financial data and governmental accounting, have strong project management skills, exhibit the ability to meet deadlines, be comfortable analyzing large databases, be able to confidently communicate information with stakeholders at different levels across diverse organizations, and effectively lead a small team. Incumbents in this position make recommendations to the State Auditor and other state executives which may impact office decisions, programs, and regulations. The incumbent must obtain a working knowledge of rules, laws, policies and procedures related to the financial reporting obligations of governments in the State of Utah. This position requires a four year college degree or equivalent experience in IT project management.

The incumbent will lead the effort to upgrade the Transparent Utah site, improve the quality of the financial data within the site, and champion greater uses of the data to improve public oversight of governmental entities.

EXAMPLES OF TASKS

- Directs program activities, services, and program implementation with private providers, other governmental entities, program users, and other public stakeholders.
- Analyzes, summarizes and reviews data; reports findings, interprets results and makes recommendations.
- Anticipates the impact that new or modified software will have on existing standards and systems.
- Determines the resources needed to plan and implement new policy initiatives. Discusses requirements with end users and provides guidance and recommendations to users to help them understand potential limitations and challenges.
- Designs, implements, tests and maintains required software. Establishes and documents standards for use and operation of software.
- Meets with vendors on new and existing products, evaluates usefulness and cost of products and makes recommendations.
- Coordinates and acts as a liaison between agency or work unit and other agencies, work units, organizations, and suppliers. Is able to effectively communicate, collaborate, and work with almost 1,000 governmental entities.
- Ensures compliance with applicable federal and/or state laws, regulations, and/or agency rules, standard and guidelines.

KNOWLEDGE, SKILLS, AND ABILITIES

- Experience with managing large-scale IT-centric projects, including developing scope and budget documents, managing deliverable, and meeting deadlines.
- Ability to establish and maintain effective work relationships with employees, vendors, representatives of local governments, and the public.
- Experience with general accounting and/or financial data.
- Ability to learn and work with various software programs and platforms.
- Comfortable coordinating the activities or tasks of people, groups, and/or organizations.
- Communicate information and ideas clearly, and concisely, in writing; read and understand information presented in writing.
- A post-secondary degree or certificate or equivalent years of related experience in IT management is required. Advanced degree preferred.

Send a cover letter, and resume to:

Office of the State Auditor
Attn: Tauna MacPherson
350 N. State Street, Suite E310
Utah State Capitol Complex
Salt Lake City, UT 84114
tmacpherson@utah.gov ▪ 801-538-1361

Salary : \$20.00 to \$40.00 per hour, depending on experience
Compensation includes comprehensive health, dental, and retirement benefits.

Start Date: September 16, 2019 or sooner

The Office of the State Auditor participates in E-Verify.

The Office of the State Auditor is an equal opportunity employer. Hiring is done without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability. In compliance with the Americans with Disabilities Act, the Office of the State Auditor provides reasonable accommodation to individuals with disabilities. For accommodation information or if you need an accommodation to complete the application process, contact the Office of the State Auditor at 801-538-1025.