



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Audit & Control

CIVIL SERVICE TITLE: Auditor III (NYHELP Program)

CLASSIFICATION TYPE: Non-Competitive

SALARY (GRADE): 70,642 (36W) Plus Excellent Benefits

APPLICATION DEADLINE: December 31, 2025

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for reviewing, recommending, and implementing revisions to current systems of internal control in Oneida County government, including administrative, financial, and accounting controls to insure the orderly and efficient conduct of business. An employee in this class is also responsible to assist in formulating audit procedures that will review individual subsystems of these controls to determine proper authorization, proper organization, and its coordinating systems, both financial and management. General supervision and instructions are received from the Comptroller or Deputy Comptroller who review work for conformance with departmental policies, procedures, and adherence to the objectives of the audit program. Considerable independent judgment and initiative is exercised in the performance of complex and comprehensive audits. An Auditor III acts as a team leader in charge of a small number of Auditors doing field work. The incumbent does related work as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of Master's Degree in accounting or a closely related field, including or supplemented by twelve (12) semester credit hours in accounting, **AND** two (2) years of experience in professional accounting; **OR**
- (B) Possession of Bachelor's Degree in accounting or a closely related field, including or supplemented by twelve (12) semester credit hours in accounting, **AND** three (3) years of experience in professional accounting; **OR**
- (C) Possession of Associate's Degree in accounting or a closely related field, including or supplemented by twelve (12) semester credit hours in accounting, **AND** five (5) years of experience in professional accounting.

NOTES:

- 1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
- 2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
- 3. Thirty (30) graduate credit hours in accounting or business management, or a closely related field, may be substituted for one (1) year of the required experience.

****Oneida County is an equal opportunity employer****

If you do not have internet access, paper applications can be picked up at the Oneida County Office Building (Utica, NY) in the Personnel Department. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 08/27/2025