



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

## **Auditor (External Audit Trainee Program)**

The **Office of the Auditor General of Ontario** (Office) is recruiting highly motivated accounting professionals interested in supporting its mandate to promote accountability and value-for-money in government and Broader Public Sector operations. The Office is responsible for attest audits of the financial statements of the province and of a wide variety of Crown Agencies such as the LCBO, Ontario Securities Commission and the Ontario Financing Authority. The Office also conducts value-for-money (VFM) audits of virtually all aspects of the Ontario government's operations and reports to Ontario's Legislative Assembly.

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

You will, as part of a team, participate in the planning, examination and reporting phases of financial statement audits conducted in accordance with CPA Canada standards and guidance and Canadian Auditing Standards.

You may also participate in VFM audits and special projects in accordance with professional standards and various legislation. This includes drafting clear, concise audit findings for assigned components of value-for-money audits.

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

#### *Mandatory:*

- A Bachelor's degree in Accounting or a related field.
- Must meet the Chartered Professional Accountants (CPA) requirements for admission to the trainee program (including educational requirements) or have completed the CFE and are seeking to complete practical experience hours.
- Ability to travel.

#### *Knowledge and Technical Skills:*

- Sound knowledge of audit principles, techniques and standards.
- General understanding of the Ontario government environment and legislative processes and government policies and procedures.
- Knowledge of CPA Canada standards and guidance (including PSAS) related to GAAP and Canadian Auditing Standards.

- Working knowledge of computer systems, controls, and CAATS would be an asset.
- Knowledge of audit management software would be an asset.

*Analytical, Judgement and Problem Solving Skills:*

- Analytical skills to assess multi-dimensional problems and audit issues.
- Organizational skills to coordinate work with other team members in order to complete work within an agreed upon time frame.
- Judgment to independently conduct audits, identify issues, determine cause, analyze impact and make recommendations.

*Communication and Relationship Management Skills:*

- Strong oral communication skills to communicate observations, recommendations and action plans with auditees.
- Excellent written communication skills to ensure reports are clear and concise and can be easily understood by the auditee and the public.
- Strong interpersonal skills to work cooperatively in a team environment.

**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), to:

Cindy MacDonald  
Director, Human Resources and Office Services  
Email: [resumes4@auditor.on.ca](mailto:resumes4@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.