



# Homes and Community Renewal

*Job Opportunities at New York State Homes and Community Renewal*

*Build a career while building a better community. Rewarding careers in Public Service start here!*

## **Senior Associate Auditor – INTERNAL AUDIT** **(New York City)**

**New York State Homes and Community Renewal (HCR)** fosters the creation and preservation of high quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Kathy Hochul and Commissioner RuthAnne Visnauskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement, and family-friendly policies.

**The Office of Professional Services (OPS)** is responsible for all administrative and support services, including Human Resources, Communications and Public Information, Legal Affairs, Fair Housing, Policy Development, Competitive Procurement and Contract Management, Fiscal Planning, Accounting and Treasury Services, Facilities and Building Management Services, Internal Audit, Project Management and Information Technology Services. OPS values professionals that enjoy working in a fast-paced environment and who have the skills required to effectively plan, direct, and coordinate HCR's wide array of support services.

### **JOB SUMMARY**

Under direct supervision of VP Internal Audit, Senior Associate Auditor executes a wide variety of audits including information technology and cybersecurity audits of agencies IT systems, projects, and contracts, in accordance with the generally accepted government auditing and other applicable standards. These audits assess the safety of assets, efficiency and effectiveness of operations, confidentiality, integrity, and availability of critical information and information systems, cost-effectiveness, functionality, and security of agencies networks, infrastructure design, systems-implementation, and recommend improvements as needed.

### **PRINCIPAL RESPONSIBILITIES**

The responsibilities of the position include, but are not limited to, the following:



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- Performing research and analysis of agencies' operations and IT systems, with emphasis to cybersecurity posture, capital programs, contract compliance, and security programs, including personnel structure, architecture, policies and procedures, incident handling, awareness training, disaster recovery and business continuity;
- Conducting operational and IT audits including evaluating whether risks and vulnerabilities are properly identified and mitigated;
- Preparing and examining assessment findings and providing general assistance to the audit staff; assisting in the development of IT and cybersecurity audit plans and programs;
- Verify information and ensuring all procedures and testing necessary to meet audit objectives take place; conducting tests of internal controls for audits of related projects;
- Performing audit procedures and tests necessary to meet audit objectives in compliance with Generally Accepted Government Auditing Standards including Information Technology and Security standards; preparing audit work papers, memos, letters and drafting audit report findings and recommendations;
- Assisting in the development, updating, revising, and improving of IT and Security audit procedures and programs and assisting in creating highly technical audit programs.
- Performing other related work or special studies as may be required.

#### **MINIMUM QUALIFICATIONS**

- A baccalaureate or graduate degree from an accredited college in computer science, operations management or a related area;
- Three or more years of progressively responsible experience in auditing computer operations or practice in the field of IT/Information Security;
- Experience with GAGAS, FISCAM, risk and compliance;
- Advanced proficiency in basic PC applications (MS Excel, Word, PowerPoint, and Visio);
- Ability to work under pressure and time limits.

#### **PREFERRED SKILLS**

- Demonstrated experience with operational and IT audits, assessment of risks and controls, review of information security and cybersecurity, systems implementation;
- Knowledge of the current cyber threat landscape;
- Intermediate level analytical and data analysis skills (e.g. SQL, ACL, or similar tools);
- Experience with NIST, Sarbanes-Oxley, ISO 27001 and 27002, COSO principles or other information security frameworks;
- Related industry certifications such as CISA, CIA and CISM is desirable;
- Excellent interpersonal, communication, writing and organizational skills.

This job description is not intended to be all inclusive and the employee will be expected to perform other reasonably related duties as assigned.



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#### **WHAT WE OFFER:**

- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Promotional opportunities for dedicated professionals.

All internal SHA employees(only) are directed to apply via

[Nyshcr.sm.internalcandidates@nyshcr.org](mailto:Nyshcr.sm.internalcandidates@nyshcr.org)

**Please Include your name in the subject line**

**[TO APPLY, CLICK HERE.](#)**

**Applicants must include resume and cover letter**

New York State is an Equal Opportunity **Employer (EOE)**