Hi All,

Happy New Year! We hope you can join us for one or more of our events this month as we have a busy one, with a program, seminar and academic relations event scheduled in January.

As many of you know, I am a member of the Learning Solutions Committee of the IIA. This Committee was created to advise and support the professional staff of the IIA in providing educational opportunities (i.e., seminars, conferences and e-learning) to the membership. It also provides thought leadership and support for other educational modes such as regional conferences, publications, the CIA Learning System and the Audit Executive Center. During our mid-year meetings, we learned that the IIA Standards are going through a review and refresh, along with a comprehensive mapping of IIA trainings and material offerings to the Standards. This will be very helpful to ensure conformance but also to identify trainings for personal and staff development. Thus, I will keep you apprised as the IIA moves forward with this effort, which is expected to be completed sometime early next year.

There is also a great article that I highly recommend on the IIA homepage called Connecting the Dots: Building Internal Audit Value. The focus of the presentation is on using technology to optimize processes and increase our relevance to the business and C-Suite.

Please note that the General Audit Management (GAM) Conference will take place March 9 in Las Vegas and the International Conference will take place July 5 in Vancouver, BC, Canada. If you plan to attend either event, you may want to register and book your travel quickly as hotels often fill up for these popular events.

Thank you,

Tracy West, Chapter President
Northern California East Bay Chapter

I hope you had a great holiday season and were able to spend some quality time with the ones you love doing the things you love!

Registration for our February program will be open by the end of January. Mark your calendar to attend “Use of Social Link Analysis to Identify Conflicts of Interest” on February 19th from 2-4 PM at Chevron’s Concord Auditorium presented by Nadia Brannon and Jason Brenier of Ernst & Young. Attendance at this event will earn two CPE.

Looking forward to seeing you at our next program!

Thanks, Ruth Powell, VP of Programs

On January 29, 2015 in the Chevron Concord Auditorium, John Hall is scheduled to deliver a one-day seminar that will focus on Managing Fraud Risks in Procurement and Contracting. John is a well-known speaker across the nation at numerous IIA sponsored events. This program addresses the fraud risks inherent in procurement and contracting, and will present solutions for managers and auditors interested in guarding their organizations against the costs and other negative consequences of misconduct and fraud. We look forward to seeing
you at the seminar and wish you a Happy New Year!!!!

### Academic Relations

*Brenda Roberts*

If you are interested in teaching as an adjunct professor, please contact:
Dr. Carol Graham, Professor of Accounting – School of Management
*Graham@usfca.edu*
(415) 422-5647

Dr. Nancy Mangold, Chair and Professor, Department of Accounting and Finance
Director, MS in Accountancy Program
California State University, East Bay
*Nancy.Mangold@csueastbau.edu*

John O’Shaughnessy
Professor of Accounting
College of Business
San Francisco State University
*Joshaun@sfsu.edu*

Thank you!

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510.517.1067

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*Semira.Jahanian@bhnetwork.com*
925.226.9343

### Employment Opportunities

Professionals – Teaching positions are available. If you are a professional in Internal Audit, IT or IT Audit, Fraud Audit, Internal Investigations or have specific skills in Forensic Accounting and Data Analytics, you are needed!: Adjunct Professors are being recruited to teach one or two evenings per week at the Undergraduate and Graduate level at local universities. For some classes, a team teaching arrangement may be possible – guest speakers to present specific topics to support the curriculum are highly desired. Each school has certain requirements for Adjunct Professors, relating to educational degrees and level of teaching experience. If you are interested, please contact the following:

**University of San Francisco**
Dr. Carol Graham, Professor of Accounting – School of Management
*graham@usfca.edu*
(415) 422-5647

### Employment Opportunities 2

The City of Oakland is seeking an experienced professional to join the City Auditor's Management team as the **Assistant City Auditor**. This is an exciting career opportunity for an experienced professional seeking new challenges in a dynamic city.

**EXAMPLES OF DUTIES:**

- Manage multiple performance audits of municipal services.
- Plan, organize, direct, review, and evaluate the work of audit and administrative staff.
- Direct and participate in the preparation, implementation, and monitoring of the department’s budget.
- Represent the City Auditor in a variety of interdepartmental, intergovernmental, and community matters and assume responsibility for the department’s operations in the absence of the City Auditor.
- Select, train, supervise, and evaluate subordinate staff.

### Certification

*Mae Tran*

Happy new year fellow IIA certification holders! Were you too busy to earn the required number of CPEs during the calendar period ending December 31, 2014? If this is your situation, then your IIA certification status is now “Inactive-Grace Period.” In order to reinstate your “Certified” status, you will have until June 30, 2015 to earn and report CPEs prescribed for your respective credential(s). There will be a reinstatement fee of $100 for IIA members and $250 for non-members. For more information, please visit [https://na.theiia.org/certification/certified/Pages/CPE-Reporting-Steps.aspx](https://na.theiia.org/certification/certified/Pages/CPE-Reporting-Steps.aspx).
Education: Bachelor’s degree from an accredited college or university in public policy, public administration, accounting, economics, or a related field. A Master’s Degree is highly desirable.

Experience: Five (5) years of professional auditing experience with a large municipality or comparable agency, including at least three of management or supervisory experience.

Certification: Possession of a professional designation such as a Certified Public Accountant, Certified Internal Auditor, Certified governmental Auditing Professional, Certified Information Systems Analyst, Certified Government Finance Manager or Certified Fraud Examiner is desirable.

How to Apply: http://agency.governmentjobs.com/oaklandca/default.cfm

The City of Oakland is an EEO/ADA Employer

As a performance auditor, you will analyze complex city operations and organizational issues, evaluate alternatives, and reach sound, logical, and fact-based conclusions and recommendations. Your work will include:

- Writing clear, concise, and convincing reports and work papers, including summarizing complex ideas, data, and information in narrative or graphic form
- Researching, understanding, interpreting, and applying provisions of federal, state, and local laws, regulations, contracts, and grant agreements
- Collecting, interpreting, and evaluating data, information, and public policies
- Assessing risk and evaluating procedures designed to mitigate those risks
- Establishing and maintaining professional working relations with city management and others contacted in the course of your work
- Coaching, training, leading, and possibly supervising professional audit staff in audits and nonaudit services

Minimum Qualifications:

- Equivalent to graduation from a four-year college or university with major coursework in public policy / public administration, accounting, business, finance, economics or a closely related field that has included data analysis or financial/accounting coursework
- Minimum of four years of professional audit experience, preferably in a governmental or public agency setting and preferably with lead auditor or supervisory experience. **Master’s degree in a relevant field may substitute for up to one year of the experience.**
- Exceptional writing skills for developing engaging audit reports that invite readers to read more and
persuade departments to implement audit recommendations
- Excellent analytical and oral communication skills

**Highly Desirable Qualifications:**
- A master’s degree in public policy, business, finance, or related field
- A professional certification, such as Certified Internal Auditor (CIA), Certified Information Systems Auditor (CISA), or Certified Public Accountant (CPA)

**Salary and Benefits:**
The monthly salary range is $7,182 to $8,681 and placement will be commensurate with experience. The City of Berkeley also offers a comprehensive benefit package that includes vacation, sick leave, paid holidays, health and dental benefits, life insurance, transit subsidy, fitness center subsidy, CalPERS retirement, a city-paid supplemental retirement income plan, and a deferred compensation plan.

**Applications:**
Applications are accepted only through the City’s online application system and must be received no later than **5:00 p.m. on January 26, 2015**. To review the full job announcements and apply for the position, please click here: [http://agency.govemmentjobs.com/berkeley/default.cfm](http://agency.govemmentjobs.com/berkeley/default.cfm).

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**Internal Auditor**

**Overview**
The Internal Auditor will support the Director of Internal Audit and is responsible for the company’s Sarbanes-Oxley 404 process including documentation, testing and coordination with finance and IT. The senior internal auditor will also be responsible for performing individual internal audit projects, as part of the total internal audit plan. This responsibility includes developing internal audit scope, performing internal audit procedures, and preparing internal audit reports reflecting the results of the work performed. Work performed will include coverage of functional and operating units and focusing on financial, IT, and operational processes. Additionally, the senior internal auditor performs follow-up on the status of outstanding internal audit issues. The senior internal auditor will also assist internal audit management with periodic reporting to the audit committee, development of the annual internal audit plan, and championing internal control and corporate governance concepts throughout the business. The Senior Internal Auditor will maintain all organizational and ethical standards and completes all internal audit work in compliance with applicable standards and ensures all internal audit activities carried out or supervised are in compliance with applicable standards.

**Essential Duties**
- Assist in the Company’s Sarbanes-Oxley 404 process by documenting and testing internal controls over financial reporting.
- Interface with department personnel to ensure Sarbanes-Oxley 404 objectives, deliverables and timelines are met.
- Assist in the coordination and tracking of internal/external testing of controls and track the status of gaps and remediation actions.
- Assist in the coordination process to obtain management assessments of internal controls, including the identification of weaknesses and opportunities for improvement.
- Provide an objective, independent, risk-based evaluation of the adequacy and effectiveness of the company’s technology, operational and financial controls.
- Perform all phases of the audit process including planning, fieldwork, closeout, report writing, wrap-up and follow-up.
- Develop and execute test procedures to ensure that controls are operating as intended.
- Ability to work independently with limited required direction and guidance.
• Participate in special projects such as; risk assessments, providing assistance to external auditors (including performing testing, gathering requested documentation, etc.), system implementations and upgrades.

• Maintain comprehensive working papers to support and substantiate audit observations.

• Strong verbal and written communication skills to effectively present to peers and management.

• Understanding of internal auditing standards, ICFR, COSO and risk assessment practices.

• Experience in performing multiple projects and working with varying team members.

• Assist with investigations as needed.

• Work as liaison with business units to develop or streamline processes.

Other projects and responsibilities may be added at the manager’s discretion.

Job Requirements

Education: BA/BS in accounting, finance, MIS or other relevant degree.

Experience: Minimum 2-4 years of prior relevant audit experience, preferably including SOX and IT audits (ITGC, network security, DB, etc.).

Other Knowledge, Skills and Abilities: SOX, PeopleSoft, Oracle, ACL, SOC 1 & 2 audits, COSO

For More Information:
http://tbe.taleo.net/CH09/ats/careers/jobSearch.jsp?org=TRINET&cws=1

or Jason.philibert@trinet.com

Visit the NCEB Chapter Website by scanning the QR code below with your smartphone!
2014 – 2015 NCEB BOARD
BOARD OF GOVERNORS

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### OTHER CONTACTS

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