



New Mexico Military Institute Employment Opportunity

Internal Auditor

About New Mexico Military Institute: NMMI is a state-supported, co-educational college preparatory high school and junior college, complete with Junior and Senior ROTC programs. With a Corps of Cadets numbering up to 1000 young men and women, NMMI provides an accredited college preparatory curriculum on the high school level.

Position: Under the direction of NMMI Board of Regents. The Internal Auditor is responsible for determining risks, issues, and specific audit areas related to the internal audit. This is a full-time, 12-month position. The pay range for the **Internal Auditor** position is \$55,000 to \$65,000. Job description available upon request.

<p>Responsibilities:</p> <ul style="list-style-type: none"> • Ensures policies and procedures, state and federal laws, contractual obligations, and good business practices are followed • Uses standard audit techniques to obtain, analyze and appraise data, transactions, and records as basis • Performs related duties as assigned 	<p>Essential Skills:</p> <ul style="list-style-type: none"> • Knowledge of governmental accounting standards • Skill in written communications for the purpose of drafting audit reports • Skill in establishing and maintaining effective interpersonal relationships
<p>Required Qualifications:</p> <ul style="list-style-type: none"> • Bachelor’s degree is required with a major in accounting, finance, or related field, or 5 years of equivalent experience is required. • Strong management analysis experience; knowledge of auditing and accounting standards; and information technology, procurement, and contracting experience. <p>Preferred Qualifications:</p> <ul style="list-style-type: none"> • Master’s Degree and CPA or CIA certification preferred. 	<p>Why Should You Apply?</p> <ul style="list-style-type: none"> • Excellent comprehensive benefits through the State of New Mexico: Medical, dental, vision, life insurance, retirement, sick leave, annual leave, paid holidays, and much more • NMMI offers a rich history and tradition of educating tomorrow’s leaders since 1891 • Exceptional workplace culture • Development and leadership opportunities

How to Apply: Submit *application, resume, letter of interest, three (3) letters of recommendation, and transcripts* to the NMMI HR Office located in Lusk Hall, 101 W College Blvd, Roswell, NM, 88201 or email to employment@nmmi.edu . Applications are located at: <https://www.nmmi.edu/human-resources/employment-opportunities/> NMMI is an Equal Opportunity Employer.