

DEPARTMENT OF SAVINGS AND MORTGAGE LENDING

JOB VACANCY NOTICE

Opening Date: Immediately	Posting number: SML-332	Military Specialty Codes:
Number of Openings: Up to 3	Duration of Job: Regular Full Time	Army- 36A; Navy- N/A;
Classification: Exempt	Group/Class #: B27/1110 or B29/1112	Coast Guard- F&S, FIN10;
Closing Date: Until Filled	Salary*: \$6,363 min - \$13,021 max	Marine- 3404, 3408, 8844;
Location: Dallas, TX	*Commensurate with qualifications and experience	Air Force- 6F0X1, 65FX,65WX

Additional information on the SAO Military Crosswalk is available here:

http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_AccountingAuditingandFinance.pdf

JOB TITLE: Financial Examiner VI-VII – Senior Examiner-Large Financial Institutions

JOB DESCRIPTION: Responsible for conducting, supervising, and directing examinations, including examinations of institutions that are large, complex and/or exhibit problem characteristics. Perform advanced examination and/or supervision (senior-level) review and monitoring of examination activities. Serve as a resource person to other examiners on state and federal statutes and regulations as well as Departmental policies. Has broad latitude in the exercise of independent technical judgment and is responsible for providing technical advice and training and assisting other examiners. Reports directly to the Deputy Commissioner/Director of Thrift.

EXAMPLES OF WORK PERFORMED:

- ◆ Performs examinations of large savings banks.
- ◆ Coordinates and works with Deputy Commissioner/Director of Thrift and other agencies to prepare risk assessment and supervisory plan for large institutions.
- ◆ Performs examination procedures on the most complex and difficult areas of an examination, usually requiring specialized knowledge and experience.
- ◆ Manages the examination procedures of subordinate examiners in specific areas of the examination.
- ◆ Provide guidance to less experienced financial examiners and assists management in meeting training objectives for staff.
- ◆ Ensures that written report of examination is complete, accurate and is supported by documented findings in examination workpapers.
- ◆ Perform report review and other review examiner responsibilities.
- ◆ Perform other supervisory and research duties as prescribed.

GENERAL REQUIREMENTS:

- ◆ Experience and Training: Minimum five years of significant experience in financial institution auditing/examining with a good knowledge of all aspects of the examination process and all areas of financial institution operations required. Specialized experience performing review of supervisory matters or examining large, complex or troubled financial institutions applying credit appraisal procedures and techniques and providing guidance to staff and senior management in regards to special situations, complicated examinations, enforcement matters and/or regulatory applications of large insured financial institutions, is preferred. Work experience in a large financial institution is desirable. Experience must indicate the ability to immediately perform duties with limited introductory training.
- ◆ Must be a current or former financial institution commissioned examiner.
- ◆ Education: Graduation from an accredited four year college or university with major course work in business, finance, economics, or accounting, with a minimum of nine hours in accounting required. CPA or certified internal auditor designation highly desirable.

KNOWLEDGE, SKILLS AND ABILITIES:

- ◆ Excellent written and verbal communication skills, particularly involving senior management communications.
- ◆ Demonstrated leadership and management experience and skills.
- ◆ Knowledge of audit/examination procedures and examination report writing.
- ◆ Extensive knowledge of state and federal statutes and regulations and Departmental policies.
- ◆ Ability to meet time deadlines.
- ◆ Ability to handle multiple tasks and work independently with minimal supervision.

- ◆ Ability to maintain effective working relationships with supervisors, co-workers, team members, regulated entity employees and the public.
- ◆ Significant personal computer experience with both word processing and spreadsheet software.
- ◆ Must possess a valid Texas driver's license and be willing to travel up to 50% of time.

NOTE:

- ◆ The position may require additional work hours including evenings, weekends, and/or holidays to meet deadlines.
- ◆ The job posting in no way states or implies that the duties listed above are all inclusive. Employees are required to perform other duties as assigned.

Males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement. All offers of employment are contingent upon the candidate having legal authorization to work in the United States. Failure to present such authorization within the time specified by the U.S. Department of Labor will result in the offer being rescinded. All offers of employment are also contingent upon satisfactory credit check.

HOW TO APPLY:

Submit state of Texas application via <http://www.workintexas.com>/email to jobs@sml.texas.gov, mail to 2601 N. Lamar Blvd., Ste. 201, Austin, TX 78705 or via fax to 512-475-1505. Resumes will not be accepted in place of a completed application. Applications are available at <http://www.twc.state.tx.us/jobs/gvjb/stateapp.doc>. For directions or to request physical accommodations call Human Resources at 512-475-0614.

E-Verify – This organization participates in E-Verify. This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

Department of Savings and Mortgage Lending is an equal opportunity employer.