



**GEORGIA BUREAU OF INVESTIGATION
JOB VACANCY NOTIFICATION #14-036**

POSTED: May 2, 2014

DEADLINE: May 16, 2014

JOB TITLE: Compliance Auditor 1
JOB CODE: 40412
PAYGRADE: 13

Or

JOB TITLE: Compliance Auditor 2
JOB CODE: 40419
PAYGRADE: 15

POSITION NUMBER: 00202146

LOCATION: Georgia Crime Information Center (GCIC)/
Compliance and Customer Support
Northwest Region

PAYGRADE/SALARY RANGE: 13 / \$29,399.50/yr. - \$40,402.62/yr.
15 / \$35,569.36/yr. - \$48,935.59/yr.

The position involves extensive travel throughout the state of Georgia, primarily the Northwest Region (Canton, Carrollton, Ellijay, Forsyth, Jasper, Marietta, Ringgold, Rome, Summerville, Trenton, etc.).

For consideration, applicants must currently reside in one of the following counties: Bartow, Carroll, Catoosa, Chattooga, Cherokee, Cobb, Coweta, Dade, Dawson, Fannin, Floyd, Forsyth, Fulton, Gilmer, Gordon, Gwinnett, Hall, Haralson, Heard, Lumpkin, Murray, Paulding, Pickens, Polk, Union, Troup, Walker or Whitfield.

DUTIES AND RESPONSIBILITIES:

Compliance Auditor 1 (Paygrade 13) - Conducts performance audits of municipal, county, state, and federal criminal justice agencies and authorities as required by law and regulations. Present training interventions to assist with compliance.

Compliance Auditor 2 (Paygrade 15) - Conducts performance audits of municipal, county, state, federal public safety agencies and authorities as required by law and regulations. Develops and presents training interventions to assist with compliance. Acts as lead worker.

MINIMUM QUALIFICATIONS

Compliance Auditor 1 (Paygrade 13) - Completion of a bachelors' degree in Criminal Justice or a closely related field from an accredited college or university

Note: Work experience in Criminal Justice may substitute for **education if evaluated as equivalent**

Compliance Auditor 2 (Paygrade 15) - Completion of a bachelors' degree from an accredited college or university AND Twelve months of experience at the Compliance Auditor 1 level OR Four years of experience at a level equivalent to a compliance auditor

Preferred Qualifications:

In addition to the minimum qualifications, preference will be given to applicants with work experience in one or more of the following:

- Criminal Justice Information System (CJIS) network
- Terminal Agency Coordinator (TAC)
- The Computerized Criminal History (CCH) Program

VACANCY OPEN TO ALL QUALIFIED APPLICANTS

TO APPLY:

- **SUBMIT (2) STATE OF GEORGIA APPLICATIONS TO:**

Georgia Bureau of Investigation
Attn: Human Resource
P. O. Box 370808
Decatur, GA 30037-0808

Applications may be obtained by clicking the following link: [GBI State Application](#)

- The Job Vacancy Number, along with Job Title and Job Code must be listed on applications for this vacancy.
- Applications should be filled out carefully and completely. **Applications will not be considered that have “see attached” in lieu of completing the work history and job information on the application.**
- Due to the volume of applications we receive, we are unable to provide information on application status by phone or by e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Applicants who are not selected for an interview will not receive notification.
- The GBI reserves the right to close this job announcement once a qualified applicant pool has been identified.
- Employment for the selected candidate(s) is contingent upon the successful completion of a GBI background investigation including criminal, credit and driver’s history checks, polygraph examination, fingerprinting and drug screening. Click the following link for a list of [GBI Employment Disqualifiers](#).

All applications must be received in the GBI Office of Human Resources by close of business on the deadline date posted on this job vacancy announcement.

THE GBI IS AN EQUAL OPPORTUNITY EMPLOYER