



**COOKE COUNTY HUMAN RESOURCES**  
**COOKE COUNTY COURTHOUSE**  
**101 S. DIXON STREET**  
**GAINESVILLE, TEXAS 76240**  
PHONE: 940-668-5452 - FAX: 940-668-5529

**JOB POSTING**

August 10, 2017

Internal Auditor – County Auditor’s Office

Salary - \$1574.35 biweekly plus County paid benefits and excellent retirement

**Job Duties –**

Under general direction, the Internal Auditor performs routine and non-routine audits of financial records of all County offices to insure that all cash received is recorded and transmitted in a safe, accurate and timely manner. Assesses and recommends improvements for internal controls of County offices. Insures that laws regarding County finances and accounting principles are followed.

**Required Qualifications –**

Prefer Bachelors in Accounting or Bachelors in Business with emphasis in accounting and two to three years responsible accounting experience or equivalent knowledge and experience, including knowledge of GAAP and auditing standards. Governmental Accounting a plus. A Master’s degree may be substituted for two years of the required experience.

Applications are available online at [www.co.cooke.tx.us](http://www.co.cooke.tx.us) or at the Cooke County Human Resources Office located at 101 South Dixon St, Gainesville TX, 3rd floor.

Cooke County is an Equal Opportunity Employer