



**JOB OPPORTUNITY ANNOUNCEMENT
AUDITS AND INVESTIGATIONS DIRECTOR**

The Missouri Department of Transportation (MoDOT) is seeking applications for the Audits and Investigations Director. Respond in strict confidence by submitting resume and cover letter by November 20, 2018, to:

Stacy Kaiser, Senior Human Resources Specialist
Missouri Department of Transportation
P.O. Box 270, Jefferson City, MO 65102
(573) 751-8478
(573) 526-0561 (FAX)
AIDirector@modot.mo.gov

MoDOT is a non-partisan state agency governed by the Missouri Highways and Transportation Commission; a constitutional bi-partisan commission appointed by the Governor consisting of high-profile business and civic leaders. MoDOT is responsible for the major transportation mode alternatives available to Missourians.

REPORTING RELATIONSHIP: The Audits and Investigations (AI) Director reports to the Director of Transportation and also has a direct reporting relationship to the Missouri Highways and Transportation Commission as appropriate. This highly responsible senior management level position leads a division of twenty-five (25) employees, who work at the Central Office in Jefferson City and remotely in several districts around the state.

PRINCIPAL RESPONSIBILITIES: The AI Director provides leadership in the performance of internal audits of department operations, external audits of contracts and grant agreements, and audits of motor carrier International Fuel Tax Agreement and International Registration Plan compliance. The AI Director provides leadership and management in directing and overseeing MoDOT's efforts to continuously prevent, detect, investigate, and eliminate fraud, waste, and abuse of department resources, and to investigate abuse of department policies, violations of statutes and/or public policy, or other matters determined by the Director as warranting an investigation. The AI Director reviews department programs and activities and administers and enforces internal compliance with civil rights laws. The AI Director reviews department programs and activities to ensure economic feasibility, efficiency, accountability, and compliance with laws and regulations. The AI Director also oversees and directs the department's mediation process.

EDUCATION AND EXPERIENCE: A Bachelor's Degree in Business Administration, Criminal Justice, Human Resources, Public Administration, Accounting, or related field.

Over nine years of experience in internal or external audits, and/or investigations of waste, fraud, and abuse, and/or internal investigations of employee issues such as civil rights issues or employee grievances.

An outstanding track record in managing complex and diverse internal operations as well as evidenced success at achieving real results.

At least five years of progressively responsible management experience. This should include:

- Proven leadership skills, including a positive history of working collaboratively to establish rapport and credibility among the staff.
- Proven track record of effective use of organizational performance management, innovation, accountability measures, and continuous improvement practices.

PERSONAL ATTRIBUTES: A person of high personal integrity, and ability to maintain confidentiality and compassion, and willingness to embrace and model MoDOT's departmental values, who trusts and empowers employees, who understands and fosters inclusiveness, equity and authenticity in the workplace, who strives to eliminate bias, and who understands the role of a public servant.

A results-oriented personality who is a great verbal and written communicator and public speaker, a critical thinker who exercises sound judgment at all times, and who can exude a calm, but direct demeanor, when conducting investigatory activities, making recommendations, communicating tough decisions and in handling difficult situations.

A high degree of political acumen including tact, diplomacy, and the people skills necessary to negotiate with the various constituencies impacting the position and the work of the department.

Equal Employment Opportunity/Affirmative Action Employer, M/F/D/V