



## Financial Management Specialist

**Description:** Cassidy Consulting Group is seeking a Financial Management Specialist. This is a W-2 job opportunity. Please visit our website to learn more about Cassidy Consulting Group – <https://www.cassidyconsulting.us>.

Especially helpful is experience with Financial Improvement Audit Readiness (FIAR) in a Department of Defense (DoD) environment. Navy, Air Force, Army, Department of Defense Office of Inspector General, Under Secretary of Defense (Comptroller) and many other sub-agencies use this.

### **FIAR Program – job requirements:**

- Complete assessment, remediation, design, and implementation of internal controls as part of the Financial Improvement Audit Readiness (FIAR) program. Work with Agency's department components to mitigate financial reporting associated risks across assessable units (AUs).
- Review financial audits' Notice of Findings and Recommendations (NFRs) issued by external auditors and the Office of the Inspector General (IG), evaluate reported conditions and recommendations to assist the agency in formulating management's response and mitigation strategy.
- Manage Prepared by Client (PBC) responses to the DOD IG and/or IPAs.
- Develop, implement, and validate Corrective Action Plans (CAPs) to mitigate control deficiencies.
- Provide Subject Matter Expertise (SME) to the FIAR team and AUs stakeholders on Information Technology Internal Controls related activities such as reviewing, updating, and advising on standard operating procedure (SOPs) for Systems supporting Civilian Pay (DCPS, DCPDS), Financial Reporting (DAI), Analytics (ADVANA), Travel (DTS), Accountable Property (DPAS), Vendor Pay (AXOL/USBank), Contract Pay (WAWF), and PPE (DAI A2R Module).
- Perform on-going updates of SOPs and Process Narratives to reflect changes in control procedures.
- Conduct walkthroughs of business processes to identify and evaluate risk exposure, analyze existing gaps, and constrains, and recommend risk response and mitigation strategies. Support the Risk Management and Internal Control (RMIC) Program deliverables, developing RCMs, mapping controls across different agency programs and conducting internal controls testing.
- Review SSAE 18 SOC 1 type 1&2 reports on Agency's Service and Sub-services Organizations to evaluate reported Complementary User Entity Controls (CUECs) and risk impact to the Agency's ICFR.
- Complete SOC 1 Reports Feedback Template to provide input to Service Providers on potential CUECs revisions.
- Develop test plans and execute Test of Design (TOD) and Test of Effectiveness (TOE) to validate controls are designed, implemented, and operating as per documented standard operating procedures (SOPs). Brief DCMA Senior Leadership on FIAR Internal Testing and NFR Validation status.
- Perform root-cause analysis of identified control conditions, data analytics (Vlookups), sampling and reconciliations of transactions.
- Benchmark and collaborate with Other-Defense-Organizations (ODOs) on control remediation strategies.
- Perform quality assurance over project deliverables and activities, provide technical knowledge in areas of expertise, and apply project management techniques to ensure project milestones and related activities are completed within estimated time frames and budget.
- Facilitate and participate in meetings with AU Directors and stakeholders, Audit Committee, OUSD and DFAS.
- Complete weekly reporting on completed and planned individual activities, update dashboard and Internal CAPs Trackers.

**Location:** Remote (Occasional travel, up to 25%)



**Clearance Level: Secret**

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