

Department Audit Manager Recruitment



About LACERS:

The Los Angeles City Employees' Retirement System (LACERS), established in 1937 under the Los Angeles City Charter, is a public pension system that manages assets exceeding \$26 billion. It provides the City's civilian workforce with a defined benefit retirement plan that includes service retirement, disability retirement, and survivor benefits. In 1999, its responsibilities expanded to include administration of the retiree health insurance program. LACERS provides benefits to all regular, full-time, and certified part-time City employees, with the exception of employees of the Department of Water and Power and sworn personnel who are members of the Los Angeles Fire and Police Pensions system. The System currently serves more than 26,000 active members and over 22,000 retirees and beneficiaries.

Governance of the System is vested in a seven-member Board of Administration, which is responsible for establishing policy; adopting rules and regulations necessary for the effective administration of the System; determining investment strategy and policy for Fund assets; and setting health subsidy levels for retired members.

LACERS' fiduciary duty to its members is of paramount importance. The System is entrusted with the prudent management of the pension fund portfolio to support the long-term costs of pension benefits and retiree health care premiums. Equally integral to its mission is the commitment to ensure the accurate, timely, and reliable delivery of benefits. LACERS is committed to building trusted, ongoing relationships with members and to supply information, services, and support aimed at fulfilling promised pension and retiree health benefits.

Department Audit Manager Role:

The Department Audit Manager (DAM) serves as the internal audit manager of the Los Angeles City Employees' Retirement System (LACERS). The DAM is responsible for leading LACERS' Internal Audit Division in delivering independent,

objective assurance and advisory services that identify and mitigate key risks, improve internal controls and processes, and support transparent governance — helping ensure reliable pension benefits for members and fiduciary stewardship of public resources.

Essential Duties and Responsibilities:

Audit Leadership & Strategy

- Lead and manage the department's internal audit function, including oversight of the annual enterprise risk assessment and development of the audit plan.
- Establish audit priorities based on risk and communicate the annual audit plan to the General Manager and Board.

Audit Execution & Reporting

- Ensure proper planning, fieldwork, and completion of internal audits in accordance with City regulations and Generally Accepted Governmental Auditing Standards (GAGAS).
- Review the effectiveness of internal controls, risk management, governance, and information systems supporting LACERS' operations, including member benefits, fiscal and administrative functions, and investments.
- Review and communicate audit findings and recommendations to LACERS staff, General Manager, and the Board; collaborate with management on remediation plans and track implementation.

Compliance & External Coordination

- Coordinate and consult with City and State auditors, and outside audit agencies; support and/or coordinate external performance and compliance audits.
- Review LACERS' operational activities for compliance with the City Charter, Administrative Code, applicable state and federal regulations, and pension administration best practices.

Information Systems & Data Controls

- Assess the security, integrity, and effectiveness of information systems used for pension administration and financial reporting, including controls over data transmission to external agencies.
- Leverage data analytics (e.g., ACL, IDEA, SQL, Python, etc.) to identify anomalies, trends, and control weaknesses.

People Management & Organizational Effectiveness

- Supervise professional audit staff (direct reports: one Internal Auditor IV and one Internal Auditor III) and apply sound supervisory principles to recruit, develop, and retain a high-performing team.
- Recommend staffing and resource adjustments to the General Manager and Board as needed.
- Fulfill Equal Employment Opportunity (EEO) responsibilities and apply sound supervisory principles to build and maintain an effective workforce.

Governance & Stakeholder Engagement

- Represent LACERS at Council and Council Committee meetings and in meetings with the City Attorney, CAO, Controller's office, and other stakeholders to report and/or defend audit findings.
- Prepare board reports and present complex written and verbal materials to the executive, Board and other stakeholders.
- Perform other duties as assigned consistent with departmental needs.

Minimum Qualifications:

1. Graduation from an accredited four-year college or university; **and**
2. Possession of a current Certified Public Accountant (CPA) license or current designation as a Certified Internal Auditor (CIA); **and**
3. Three years of full-time professional experience managing financial and performance auditing activities at the level of Internal Auditor III (or equivalent) in a governmental audit organization, public accounting firm, or large financial services organization.

Substitution: A master's degree in business, accounting, economics, finance, public administration, political science, computer science, engineering, or law may substitute for one year of non-City, entry-level experience in Requirement #3.

Knowledge, Skills, and Abilities:

- Technical knowledge of governmental and commercial accounting and auditing, GAAP, GAGAS, and public financial administration.
- Proficiency in planning and executing financial and performance audits; familiarity with risk assessment methodologies.
- Ability to assess IT controls and data integrity for systems managing member/pension data.
- Knowledge of Memoranda of Understanding (MOUs), City personnel rules, policies, and procedures.

- Strong analytical skills and familiarity with data analytic tools and techniques.
- Excellent written and oral communication skills, including preparation of board reports and presentations.
- Demonstrated leadership and supervisory abilities: planning, delegating, coaching, and performance management.
- Working knowledge of Word, Excel, and Access.

Compensation and Benefits:

The DAM position offers a salary range of **\$153,948 to \$225,086**, commensurate with experience and qualifications. The City of Los Angeles provides a comprehensive benefits package, which include:

- Health, dental, and vision insurance
- Life and disability insurance
- Tax advantaged spending accounts
- Vacation and sick leave
- Voluntary tax advantaged governmental 457(b) plan
- Pension through the Los Angeles City Employees' Retirement System (LACERS)
- Additional employee benefits available through the City's LAwell Employee Benefits Program

This position will be filled as exempt from Civil Service.

To Apply:

Qualified candidates should complete and submit the items listed below by **8:00 am on Friday, June 19, 2026**, to LACERS Human Resources via upload link at [LACERS' DAM Upload](#):

- City of Los Angeles [Application for Employment](#)
- Resume detailing applicable background and work experience
- List of three professional references (include names, job title, affiliation, and phone number)

To be considered, resume must clearly describe:

- Your role in each organization where you gained relevant experience
- The size and purpose of the teams or organizations you managed
- The unique strengths and values you contribute to a team's culture

- At least one major professional accomplishment that you led
- Any additional experiences or unique qualifications that strengthen your candidacy for the DAM position

When submitting your application materials via upload link, please use a subject line that includes your names and the job title you are applying for. All applications will be carefully reviewed to identify the most qualified candidates for the interview process. Incomplete applications or those received after the deadline will not be considered. The final appointment is contingent upon a successful background check and clearance.

Note: An emergency appointment is not a regular appointment. It is a temporary appointment which does not require that you successfully compete in the Civil Service examination process. The appointment may not exceed one year and must be terminated immediately when a regular appointment can be made from an eligible list. No emergency appointment can exceed one year. (City Charter Section 1013).

Contact Information:

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The City of Los Angeles is an Equal Opportunity Employer



LACERS
LA CITY EMPLOYEES'
RETIREMENT SYSTEM