



Where ideas work

Ministry of Health
Victoria

PharmaCare Auditor
Salary \$55,422.02 - \$63,164.54 annually

2 positions available: 1 Full Time, Permanent and 1 Temporary Opportunity until approximately January 2019. Regular employees must have their supervisor's approval prior to applying on the temporary opportunity.

Take the next step in your accounting career

The PharmaCare Audit Section provides reasonable assurance to the taxpayers of British Columbia and the Ministry of Health that pharmacies and individuals are adhering to proper claims practices as required by the *Pharmaceutical Services Act*, the *Health Professions Act*, the *Pharmacy Operations and Drug Scheduling Act*, the Provider Regulation, the PharmaCare Enrolment Agreement and PharmaCare policies and procedures.

As a PharmaCare Auditor, you plan and conduct, on site and desk audits to ensure PharmaCare paid claims are in compliance with the relevant legislation and regulating instruments. A skilled analytical thinker, you are required to prepare clear and concise audit reports based on Generally Accepted Auditing Standards. With your extensive background in responsible financial/administrative roles, you have the superior interpersonal skills needed to deal with people in a non-confrontational manner to gather information, as well as qualities that also serve you well in exercising sound professional judgment in conducting a range of specialized on-site and detailed desk audits and financial reviews of B.C. pharmacies. An excellent verbal and written communicator, you are able to review documentation and prepare reports of the facts in an accurate, unbiased manner, which assist senior officials in resolving disputes, developing policy, and introducing legislation. A working knowledge of accounting principles and good comprehension of statistical sampling techniques is required for this position, in addition to advanced MS Word and Excel skills. This is an excellent opportunity for motivated self-starter who will display a high degree of tact and judgment at all times by ensuring thoroughness, consistency and confidentiality in resolving complex issues.

Qualifications for this role include:

- CIA or a CFE and at least three years audit experience; or an undergraduate degree and at least three years' experience with advanced knowledge of accounting principles, auditing standards, information technology and management auditing; or an equivalent combination of education and experience.
- Preference will go to candidates currently enrolled in a professional designation program.
- Experience interpreting and applying legislation, regulations, policies and procedures to determine appropriate course of action.
- Experience in statistical sampling techniques and extractive audit procedures utilizing advanced software packages such as MicroStrategy experience using Microsoft Office Suite (including proficiency in Excel).

Requirements:

- Must possess and maintain a valid BC Class 5 Driver's Licence.
- Must be able to travel. The PharmaCare Auditor is required to travel throughout the province to conduct on-site audits usually for one week at a time, approximately 6-8 times a year (for a total of between 6-8 weeks of travel annually). Conditions during on-site audits can potentially be challenging and demanding.
- Must be able to work shifts and flexible hours during on-site audits.

For more information and to apply by January 29, 2018, please go to:
<https://search.employment.gov.bc.ca/cgi-bin/a/highlightjob.cgi?jobid=47175>