



CONTINUOUS RECRUITMENT
OPEN-COMPETITIVE EXAMINATION
APPLICATIONS ACCEPTED CONTINUOUSLY TESTS HELD PERIODICALLY

Examination No. & Title	Salary Grade	Minimum Salary	
		20-971 Tax Auditor Trainee 1	<i>Equated to</i> G-14
\$47,236*	For positions located in Kings, Queens, Suffolk, or Westchester Counties (downstate adjustment)		
\$48,266*	For positions located in Chicago, Illinois		

**All salaries reflect applicable location pay and geographic differential.*

NO APPLICATION PROCESSING FEE REQUIRED

A higher salary/appointment level is possible with experience and/or advanced education. Whether by advancement through a Traineeship or direct appointment, you will be able to achieve a Salary Grade 18 position in which salary advances will lead to a job rate of \$67,827 (upstate), \$70,853 (downstate) and \$70,683 (Chicago). There are further advancement opportunities through promotion.

TO APPLY: You may apply for this examination if you have completed at least 16 semester credit hours in accounting and/or auditing and expect to meet the minimum requirements for appointment (below) within 10 months of filing your application. There is no substitution of coursework in a related field to meet these 16 credit hours. If you are offered a conditional offer of appointment prior to receiving a bachelor's degree, you cannot report to work until you submit proof to the Department of Taxation and Finance that you meet the minimum qualifications for appointment.

MINIMUM QUALIFICATIONS: You must have a bachelor's degree including or supplemented by 24 semester credit hours in accounting, auditing, and/or taxation. The scope of this coursework must be accounting, auditing, and/or taxation. Certain courses such as Business Law, although taken as part of the accounting curriculum, are not counted towards the 24 credit hours.

Substitution: You must have a minimum of 18 credit hours in core accounting, auditing, and/or taxation. Up to six semester credit hours of core coursework in finance, money and banking, economics, or business may be substituted for accounting, auditing or taxation credits on a credit-for-credit basis to reach the 24 required credit hours.

NOTES:

- Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
- New York State residence is not required.
- All education must have been received from a regionally accredited college or university, or one recognized by the NYS Education Department as following acceptable educational practices. **You MUST ATTACH a photocopy of your college transcript(s) to the application for this examination announcement. Attach separate undergraduate and graduate transcripts for each college attended. Transcript(s) must show your name; your student identification number; the name of the issuing school; the type of degree received, if any; the date your degree, if any, was conferred; full course names; grades earned for each course; and a cumulative Grade Point Average (GPA).** If your degree and/or coursework was awarded by an educational institution outside the United States and its territories, you may not apply unless you provide independent verification of equivalency and a course-by-course evaluation. You can write to obtain a list of acceptable companies which provide this service from the New York State Department of Civil Service, Albany, NY 12239. This information can also be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

THE POSITIONS: Tax Auditor Trainee 1 and Tax Auditor 1 positions exist at various geographic locations in the New York State and Chicago, Illinois offices of the Department of Taxation and Finance. The positions perform field audits of the financial records of taxpayers to verify that businesses and individuals are in compliance with the tax laws, regulations and rules of the State of New York. They are required to travel extensively in the performance of their duties, including overnight travel both within and outside of New York State. Such factors as tax specialty assignment (e.g., sales tax, personal income tax, corporation franchise tax, etc.) and office location will determine the extent of the overnight travel. Appointees are required to have a valid license to operate a motor vehicle in New York State or Illinois or otherwise demonstrate ability to perform required field audits, if public transportation is unavailable.

THE TRAINEESHIP: Candidates who are appointed as a **Tax Auditor Trainee 1** will participate in a two-year traineeship during which they will receive both classroom and on-the-job training as well as periodic evaluations of their performance. After one year of satisfactory service as Tax Auditor Trainee 1, appointees are advanced without further examination to the Trainee 2 level with a salary of \$47,796 (\$52,320-downstate* and \$53,350-Chicago*). After one year of satisfactory Trainee 2 service, appointees are advanced without further examination to the journey level Tax Auditor 1 title with a starting salary of \$53,339 (\$56,365-downstate* and \$56,195-Chicago*).

ADVANCED PLACEMENT: Candidates who meet the minimum qualifications will receive a score for Tax Auditor Trainee 1, the start of a two-year traineeship leading to Tax Auditor 1.

If beyond meeting the minimum qualifications you have one year of professional accounting/auditing experience, as described below, or a master's degree which includes 15 graduate-level semester credit hours in accounting, auditing, or taxation, you may be appointed directly to the Trainee 2 level, reducing the length of the traineeship by one year. This experience and/or advanced degree and credits **must** be listed on your application for this examination. Vagueness, ambiguity, and omissions will not be counted in your favor.

If beyond meeting the minimum qualifications you possess a current valid Certified Public Accountant license and registration issued by New York State; OR two years of paid, full-time professional accounting, auditing, and/or taxation experience as described below; OR a master's degree which includes 15 graduate-level semester credit hours in accounting, auditing, and/or taxation AND one year full-time professional accounting and/or auditing experience as described below, your application will be scored and your name will be placed on the Tax Auditor 1 eligible list. This additional qualifying experience **must** be listed on your application for this examination. Candidates appointed from the Tax Auditor 1 eligible list will not serve a two-year traineeship.

ADVANCED PLACEMENT: (Continued)

Experience for advanced placement, as described on the previous page, must be gained in any one or combination of the following:

1. As an accountant/auditor with responsibility for the full range of professional activities involved in the review, analysis and management of accounting systems, resulting in the rendering of opinions or recommendations on financial statements in accordance with generally accepted accounting principles. Activities restricted to bookkeeping or preparing tax returns are **not** considered qualifying.
2. As an internal accountant/auditor with responsibility for conducting a full range of financial accounting/auditing activities for an entity. Activities limited to such duties as maintaining and/or auditing payroll records, accounts receivable or accounts payable are **not** considered qualifying.
3. As an accountant with ongoing responsibility for the design, implementation and review of accounting systems.
4. As a professional staff member of a private accounting practice with broad experience in maintaining accounting books and records, completing financial statements, and preparing business and personal tax returns.
5. As field auditor with a federal, state, or municipal agency, with the responsibility for performing comprehensive field audits to determine the compliance of individuals or businesses with the taxing jurisdictions laws, rules, and regulations.
6. As an accountant/auditor principally engaged in the analysis and/or interpretation of tax law.

SUBJECT OF EXAMINATION: The examination requires completion of an application NYS-APP-3 #20-971 and supplemental questionnaire SUPP #20-971. **There will be no written test.** The application and questionnaire is the examination. If the examination questionnaire/application is not completed accurately and completely, candidates will have one opportunity to submit the necessary information following their notification. Failure to complete the examination questionnaire/application correctly will result in disqualification. If disqualified, candidates must wait six months to reapply. If you meet the Minimum Qualifications, your **education and experience** will be evaluated against the general background/critical activities of the position. Complete all sections of the application and questionnaire attached to this announcement. This questionnaire will be the only basis for rating your education and experience. The application and supplement are also available at the following website: http://www.cs.ny.gov/jobseeker/state_exams.cfm. Your score will be based on the following: grade point average, education, advanced degree or other relevant coursework, accounting/auditing experience, other relevant experience, and reading and following instructions. It is essential that you describe your education and experience as completely as possible. Ambiguity, vagueness, or omissions will not be decided in the candidate's favor. If you need more space, attach additional 8½" x 11" sheets, following the same format used on the application form. Resumes will NOT be accepted in lieu of a completed examination questionnaire. All statements concerning education and experience are subject to verification. If references fail to respond or give contradictory information, you may be required to furnish written verification of the education and experience claimed. False statements or lack of verification may result in a lower score or termination of employment.

Your final score must be 70 or higher in order to pass. Rank on the eligible list will be determined after adding any wartime veterans' and Civil Service Law Section 85-a credits to your final passing score. We will update the eligible list and notify successful candidates of their final score and eligibility dates on a periodic basis throughout the year. The names of successful candidates will remain on the eligible list for 18 months from the date eligibility begins.

HOW TO APPLY: Use application form NYS-APP-3 #20-971 and supplemental questionnaire SUPP #20-971 attached to this announcement or the NYS-APP-3 #20-971 version for this examination number found on the internet at http://www.cs.ny.gov/jobseeker/state_exams.cfm. Forms are also available by mail or in person from the New York State Department of Civil Service, Albany, NY 12239 or email, Audit.exam.information@tax.ny.gov. State employees may obtain forms from their agency/facility personnel offices.

WHERE TO APPLY: Mail your completed application and supplement to: NYS Department of Taxation and Finance, Personnel Bureau, Room 256, Building 9, State Office Campus, Albany, NY 12227. **DO NOT USE INTER-AGENCY MAIL.** All statements you make on your application are subject to investigation.

CONDITIONS APPLYING TO THESE CONTINUOUS RECRUITMENT EXAMINATIONS: This examination is being conducted pursuant to the rules and regulations of the New York State Department of Civil Service. Applications are accepted at any time. Qualified applicants may re-apply as frequently as every 18 months, but a new application AND all supplemental information and documentation will be required. If a candidate's application has been disqualified, they must wait six months to re-apply. Neither the Department of Taxation and Finance nor the Department of Civil Service is able to retain prior applications for future documentation purposes. Appeal of ratings will not be allowed as the opportunity for retest exists. The Department of Civil Service reserves the right to terminate this special recruitment program.

Important: The Department of Civil Service and other state agencies may communicate with you through email correspondence. This may include the notification of your examination results and canvassing you for interest in appointment. It will be important for you to keep your e-mail address, phone number and mailing address current by logging into <https://www.cs.ny.gov/home/myaccount>.

The NYS Department of Civil Service reserves the right to reject for lateness or to accept applications filed after the advertised filing period. All statements you make on your application are subject to investigation.

INFORMATION FOR CANDIDATES

NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER: It is the policy of the state of New York to provide for and promote equal opportunity in employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, marital status, domestic violence victim status, genetic predisposition or carrier status, or arrest and/or criminal conviction record unless based upon a bona fide occupational qualification or other exception.

Appointment to many positions in State government require candidates to undergo an investigative screening. This may include a thorough character investigation, a Federal Bureau of Investigation Criminal Record History Check, a Child Abuse Registry clearance, or other similar procedures. Candidates may be fingerprinted and may be required to pay any necessary fees for that procedure. Depending on the nature of the job, the criminal convictions discovered, or any falsified or omitted information revealed, the investigative findings may bar appointment or result in removal after appointment.

ELIGIBILITY FOR EMPLOYMENT: You must be legally eligible to work in the United States at the time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

REASONABLE ACCOMMODATIONS IN TESTING: It is the policy of the Department of Civil Service, in accordance with the New York State Human Rights Law and the Americans with Disabilities Act, to provide qualified persons with disabilities equal employment opportunity and equal opportunity to participate in and receive the benefits, services, programs, and activities of the Department. It is the policy of the Department to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide equal opportunity. Persons with disabilities who require an accommodation to participate in an examination must note this on their application. Further information is available from the Test Administration Unit of the Department of Civil Service. In the Albany area, call 518-457-2487. Outside of the Albany area, call toll free at 1-877-697-5627. For TDD services, call NY Relay at 711 (requires a fee) or 1-800-662-1220.

NEW YORK STATE RESIDENCE IS NOT REQUIRED FOR MOST POSITIONS: However, you must be eligible for employment in the United States.

CONTINUOUS RECRUITMENT/ELIGIBLE LISTS: Candidates who meet the qualifications and pass this examination will have their names placed on the eligible list in the order of final scores, regardless of the date on which they filed or took the test. Generally, the names of qualified candidates will remain on the eligible list for 18 months. Appeal of ratings will not be allowed as the opportunity for retest exists. The Department of Civil Service reserves the right to terminate this special recruitment program.

**APPLICATION FOR NYS EXAMINATIONS
OPEN TO THE PUBLIC**

Send **Personnel Bureau, Room 256**
Completed **NYS Department of Taxation
and Finance**
Application to: **State Office Campus**
Albany, New York 12227

Exam No.	Title
20-971	Tax Auditor Trainee 1

Last Name _____ First Name _____ MI _____

Mailing Address: No., Street, Apt., or P.O. Box

City or Post Office _____ State _____ Zip Code _____

Email Address _____

Social Security Number _____

Home Phone _____ Day Phone _____

PERSONAL PRIVACY PROTECTION LAW NOTIFICATION

The information which you are providing on this application is being requested pursuant to Section 50.3 of the New York State Civil Service Law for the principal purpose of determining the eligibility of applicants to participate in the examination(s) for which they have applied. This information will be used in accordance with Section 96(1) of the Personal Privacy Protection Law, particularly subdivisions (b), (e), and (f). Failure to provide this information may result in disapproval of the application. This information will be maintained by the Personnel Office, NYS Department of Taxation and Finance, State Office Campus, Albany, NY 12227. For further information, relating only to the Personal Privacy Protection Law, call (518) 457-9375. For examination information on this examination, call (518) 457-2900.

EXTRA CREDITS FOR WAR TIME VETERANS
Wish to claim War Time Veterans Credits, AND have not used **DISABLED** veterans credits for a permanent appointment to a position in New York State or Local Government.

Answering questions in this section means that you are requesting extra credits as either a non-disabled veteran or a disabled veteran. All veterans are encouraged to answer questions in this section of the application to ensure that appropriate points are added to passing examination scores. Veterans who answer "YES" to questions 1, 2, AND 3 may receive tentative credits as a non-disabled veteran; candidates who also answer "YES" to question 4 may receive tentative disabled veteran credits. If you previously used non-disabled veteran credits to obtain a permanent appointment to a position in New York State or Local Government, and subsequent to appointment, were certified as a disabled veteran, you may be eligible to receive additional disabled veteran credits by answering "YES" to BOTH questions 5a AND 5b in this section. NOTE: All veterans claiming extra credit will be required to produce eligibility documentation which will be verified at time of interview. Candidates found ineligible for such credit will have the points subtracted from their examination score(s). If it is determined that veteran credits do not increase one's reachability for appointment from an eligible list, the use of veteran credits for such appointment will be waived, and veteran credits can be claimed for future civil service examinations until such time as they are used to receive a permanent appointment as provided by the New York State Constitution.

1. Yes No Do you expect to receive or have you already received a discharge which was honorable or release under honorable circumstances from the Armed Forces of the United States? The "Armed Forces of the United States" means the Army, Navy, Marine Corps, Air Force and Coast Guard, including all components thereof, and the National Guard when in the service of the United States pursuant to call as provided by Law, on a full-time active duty basis other than active duty for training purposes.

2. Yes No Are you now serving, or have you served, on an active duty basis other than active duty for training purposes during one or more of the following Time of War periods?

- In the Armed Forces:**
- Aug. 2, 1990 until the **Persian Gulf hostilities** end
 - Feb. 28, 1961 to May 7, 1975
 - June 27, 1950 to Jan. 31, 1955
 - Dec. 7, 1941 to Dec. 31, 1946
- or earned the Armed Forces, Navy, or Marine Corps expeditionary medal for service in:**
- June 26, 1950 to July 3, 1952
 - July 29, 1945 to Sept. 2, 1945
 - **(Panama)** Dec. 20, 1989 to Jan. 31, 1990
 - **(Lebanon)** June 1, 1983 to Dec. 1, 1987
 - **(Grenada)** Oct. 23, 1983 to Nov. 21, 1983

3. Yes No Are you a United States citizen or an alien lawfully admitted for permanent residence?

4. Yes No Do you have a service connected disability rated at 10% or more by the U.S. Department of Veterans Affairs? This disability must have been incurred during a Time of War period listed above.

5a. Yes No Have you **USED NON-DISABLED** veteran credits for a permanent appointment to a position in New York State or Local Government? If you answered "Yes" to "5a" above, you must answer "5b":

5b. Yes No After you were permanently appointed using non-disabled veteran credits, were you **subsequently** certified as having a service connected disability rated at 10% or more by the U.S. Department of Veterans Affairs?

New York State Residency Requirement for Extra Credits as a War Time Veteran or Disabled Veteran: You will be required to provide proof of current New York State residency at time of appointment.

ELIGIBILITY FOR EMPLOYMENT

You must be legally eligible to work in the United States at time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the Federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

I affirm under penalties of perjury that all statements made on this application (including any attached papers) are true. I understand that all statements made by me in connection with this application are subject to investigation and verification and that a material misstatement or fraud may disqualify me from appointment and/or lead to revocation of my appointment.

X Signature of Applicant _____ Date _____ Please print any other last name by which you are or have been known.

It is the policy of the State of New York to provide for and promote equal opportunity employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, veteran or military service member status, marital status, domestic violence victim status, genetic predisposition or carrier status, or arrest and/or criminal conviction record unless based upon a bona fide occupational qualification or other exception.

It is the policy of New York State Department of Civil Service to provide qualified persons with disabilities equal opportunity to participate in and receive the benefits, services, programs and activities of the Department, and to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide such equal opportunity, including accommodations in the examination process. Further, it is the policy of the Department to provide reasonable accommodations for religious observance.

SOCIAL SECURITY NUMBER

CONTINUOUS RECRUITMENT EXAMINATION
NUMBER 20-971
TAX AUDITOR TRAINEE 1

This is an education and experience examination. Your rating will be based on a review of your responses to this questionnaire. All information provided is subject to verification. There is no application fee for this examination.

INSTRUCTIONS

1. Please print clearly in ink.
2. Answer all questions on this questionnaire and application form NYS-APP-3 #20-971 (attached) completely and accurately. **Incomplete information may result in a lower score or disqualification.** Retain a copy of the completed form for your records.
3. This questionnaire will be the only basis for rating your education and experience. You may submit your resume in addition to this application, but you **must** still complete all parts of the application without reference to the resume.
4. Your degree and/or college credits must have been awarded from a regionally accredited college or university or one recognized by the New York State Education Department as following acceptable educational practices. If your degree and/or college credit was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency and a course-by-course evaluation. You can write to the NYS Department of Civil Service, Examination Information, Alfred E. Smith State Office Building, Albany, New York 12239 for a list of acceptable companies who provide this service or this information can be found on the Internet at: <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.
5. Mail this application form NYS-APP-3 #20-971 and SUPP #20-971 to:

**Personnel Bureau, Room 256
NYS Department of Taxation and Finance
State Office Campus
Albany, New York 12227**
6. Retest Policy – You may reapply for this exam after 18 months.
7. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.

ADDITIONAL EXAMINATION CREDITS PURSUANT TO CIVIL SERVICE LAW SECTION 85-a

If you are a child or sibling of a firefighter, police officer, emergency medical technician, or paramedic who was killed in the line of duty in the service of New York State, you may be entitled for additional examination credits pursuant to Civil Service Law Section 85-a. For further information, please contact the Department of Civil Service at (518) 473-9590.

I. ACADEMIC RECORD

- A. Indicate any degrees received or expected to be received.

College, University, Professional or Technical Schools	Semester Credits Received	Quarter Hours Received	Type of Degree Received	Major Subject or Type of Course	Did You Graduate	Degree Expected
Name					<input type="checkbox"/> Yes <input type="checkbox"/> No	MO. YR. /
Address (City, State)						
Name					<input type="checkbox"/> Yes <input type="checkbox"/> No	MO. YR. /
Address (City, State)						

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SOCIAL SECURITY NUMBER

**CONTINUOUS RECRUITMENT EXAMINATION
NUMBER 20-971
TAX AUDITOR TRAINEE 1**

I. ACADEMIC RECORD (continued):

- B.** Indicate "Overall Grade Point Average" (G.P.A.) for *only* the college granting your Bachelor's degree, if not yet granted, give the G.P.A through last completed semester. For "Accounting/Auditing G.P.A." (all accounting and auditing courses, from any regionally accredited college or university from which you have received course credit) calculate this by multiplying each course's numerical equivalent grade times the number of semester credit hours for that course; **total** all the results and then divide by the number of semester credit hours represented.

Accurate information on your G.P.A. is a vital part of the selection process. You must include transcripts verifying this information. Candidates who do not provide this information will not be given credit in this section. If an educational institution outside the United States or its territories is involved, an equivalency determination and a course-by-course evaluation must be made by an independent service. (Refer to Instruction Item 4).

Overall G.P.A. _____ **Accounting/Auditing G.P.A.** _____

- C.** If you have earned a Master's degree or successfully completed **undergraduate and/or graduate level** coursework in English, Communications, Public Relations, and/or Computer Science, please attach a transcript verifying this degree and/or coursework to your application.
- D. Provide photocopies of transcripts from all colleges attended.** Include separate undergraduate and graduate transcripts from all colleges attended whether or not a degree was awarded. These need not be official transcripts, although we reserve the right to require official transcripts at time of interview. As candidates will be evaluated on relevant coursework, failure to provide separate transcripts from all colleges attended may result in a disqualification or lower score. Transcripts must include your name; your student identification number; the name of the issuing school; the type of degree received, if any; the date your degree, if any, was conferred; full course names; grades earned for each course; and a cumulative grade point average (GPA).

II. CERTIFIED PUBLIC ACCOUNTANCY

Indicate below those parts of the Uniform CPA Examination on which you have received a passing score. The Uniform CPA Examination is administered by the American Institute of Certified Public Accountants. The passing score in each subject area is 75.0.

Financial Accounting and Reporting
Regulation

Business Environment and Concepts
Auditing and Attestation

If you are currently a Certified Public Accountant, licensed and registered in New York State, list your license # and date of registration.

License # _____ **Date of Registration:** _____

III. ACCOUNTING/AUDITING PRACTICUM, INTERNSHIP, OR WORK EXPERIENCE

If applicable, failure to complete all fields below may result in a lower score. Describe any practicum, work experience, or internship in accounting and/or auditing while in college.

LENGTH OF EMPLOYMENT MO. YR. MO. YR. FROM / TO /	ORGANIZATION NAME	ADDRESS	CITY AND STATE
TYPE OF BUSINESS			
YOUR EXACT TITLE	DUTIES:		
NAME OF YOUR SUPERVISOR			
SUPERVISOR'S TITLE			
No. of hours worked per week:			

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SOCIAL SECURITY NUMBER

**CONTINUOUS RECRUITMENT EXAMINATION
NUMBER 20-971
TAX AUDITOR TRAINEE 1**

IV. CAMPUS/COMMUNITY/PROFESSIONAL ACTIVITIES

If applicable, failure to complete all field below may result in a lower score. Describe your active involvement in campus or community groups or your affiliation with professional organizations while attending undergraduate school.

Campus Activity
 Community Group
 Professional Activity

LENGTH OF INVOLVEMENT MO. YR. MO. YR. FROM / TO /	ORGANIZATION NAME	ADDRESS	CITY AND STATE
TITLE OF GROUP	GOAL OF ORGANIZATION DUTIES:		
YOUR TITLE IF APPLICABLE	DESCRIBE THE NATURE AND LEVEL OF INVOLVEMENT WITH THIS ORGANIZATION:		
NAME OF YOUR CONTACT PERSON			
CONTACT PERSON'S TITLE			
No. of hours worked per week:			

V. WORK EXPERIENCE DURING COLLEGE

If applicable, failure to complete all fields below may result in a lower score. List any other full-time or part-time work experience while attending college (unless covered in item III above.)

LENGTH OF EMPLOYMENT MO. YR. MO. YR. FROM / TO /	ORGANIZATION NAME	ADDRESS	CITY AND STATE
TYPE OF BUSINESS			
YOUR EXACT TITLE	DUTIES:		
NAME OF YOUR SUPERVISOR			
SUPERVISOR'S TITLE			
No. of hours worked per week:			

VI. WORK EXPERIENCE FOLLOWING GRADUATION

If applicable, failure to complete all fields below may result in a lower score. List any work experience in the accounting and/or auditing field following graduation.

LENGTH OF EMPLOYMENT MO. YR. MO. YR. FROM / TO /	ORGANIZATION NAME	ADDRESS	CITY AND STATE
TYPE OF BUSINESS			
YOUR EXACT TITLE	DUTIES:		
NAME OF YOUR SUPERVISOR			
SUPERVISOR'S TITLE			
No. of hours worked per week:			

