



Financial Examiner IV

Salary Group: B23
Class Code: 1106

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
FINANCIAL EXAMINER I	1100	B17	\$36,976 - \$58,399
FINANCIAL EXAMINER II	1102	B19	\$42,244 - \$68,960
FINANCIAL EXAMINER III	1104	B21	\$48,278 - \$78,953
FINANCIAL EXAMINER IV	1106	B23	\$55,184 - \$90,393
FINANCIAL EXAMINER V	1108	B25	\$63,104 - \$103,491
FINANCIAL EXAMINER VI	1110	B27	\$76,356 - \$129,137
FINANCIAL EXAMINER VII	1112	B29	\$92,390 - \$156,256

GENERAL DESCRIPTION

Performs complex (journey-level) financial examination work. Work involves reviewing, testing, and evaluating fiscal, corporate, and operational records, and conducting examinations to determine and report on financial conditions and compliance with statutory requirements, bylaws, and rules. May provide guidance to others. Works under general supervision, with moderate latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Coordinates and/or conducts independent financial examinations or investigations, and/or oversees a specific function of a large examination or investigation.

Analyzes issues and develops action plans to complete financial examinations or investigations.

Communicates with industry employees regarding requirements, results of examinations, solvency reviews, or rehabilitation efforts.

Conducts statistical sampling of records.

Examines records to verify assets and liabilities, operating trends, and affiliated business transactions to determine solvency and regulatory compliance.

Identifies areas of progress, improvement, or concern; makes recommendations; and assists in resolving problems.

Plans and coordinates rehabilitation efforts of troubled organizations and determines regulatory compliance relative to business operations.

Prepares and submits documentation and work papers to support findings, and maintains files and databases for reports.

Prepares correspondence and examination reports.

Verifies the accuracy of records, work papers, and related financial statements; determines proper documentation and adequate procedures; and detects and records variances.

May conduct special investigations.

May monitor the achievement of goals and objectives.

May provide guidance to others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in financial examination work. Graduation from an accredited four-year college or university with major coursework in business administration, finance, accounting, economics, insurance, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of statistical analysis and techniques; of auditing and accounting standards and techniques; of both statutory accounting principles (SAP) and generally accepted accounting principles (GAAP); of financial and industry terminology and practices; and of corporate structures, business operating procedures, management controls, and internal reporting techniques.

Skill in the use of computer systems and associated applications.

Ability to audit financial statements, reports, records, budgets, operational procedures, and forms; to coordinate projects for timely completion; to conduct investigations; to prepare concise reports and correspondence; to apply relevant rules, regulations, and statutes; to communicate effectively; and to provide guidance to others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require certification as an Accredited Financial Examiner (AFE), Certified Financial Examiner (CFE), Certified Insurance Examiner (CIE), or Certified Public Accountant (CPA).

May be required to comply with the bond-related provisions of Texas Insurance Code, Section 401.106, and take the oath required by Texas Insurance Code, Section 401.105.