



# Revenue Careers



**Tired of Diminishing Returns? Invest in a Great Career at Revenue!**

## Great Careers!

Explore opportunities with Department of Revenue! Revenue's dynamic team is comprised of dedicated professionals who fairly and efficiently collect revenues and administer programs to fund public services, and advocate sound tax policy. We provide great solutions and service by attracting and retaining the best talent and building a diverse workforce. Our employees are our greatest asset. As a member of Revenue's team, you have an important role in our agency mission.

## Great Talent!

The Department of Revenue employs approximately 1,000 people, including revenue auditors and agents, tax examiners, administrative law judges, property appraisers, foresters, and computer analysts.

## Great Location!

Revenue headquarters is located in Olympia, home to the state capitol. The city, located on Puget Sound's southernmost tip, is rich in history, culture, and natural

**Position:** Revenue Auditor 1  
**Division:** Audit

**Location:** Statewide  
**Notice:** 46032-OC

**Opens:** February 1, 2006  
**Closes:** Open Continuous

### Primary Duties:

Audits financial and accounting records. Also audits underlying source documents of small to medium business firms at the taxpayer's place of business. Determines proper tax liability and compliance with statutory and administrative tax authority. Independently schedules, conducts, and closes audits. Work product closely reviewed throughout the audit process.

### Compensation:

\$2730-\$3484 per month (Range 44), depending on qualifications. Outstanding benefits including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; dependent care assistance program; employee advisory service; deferred compensation plans; educational benefits program; 11 paid holidays; Commute Trip Reduction Incentives; flexible work hours; training; and state retirement plans.

### Desired Qualifications:

A Bachelor's degree involving major study in accounting or a Bachelor's degree in business administration or allied field which includes 24 semester or 36 quarter hours in college-level accounting.

Professional auditing or accounting experience will substitute, year for year, for education, providing the candidate has completed at least 24 semester or 36 quarter hours in college-level accounting.

### Examination:

The examination is written and verbal. Both tests measure your knowledge, skills, abilities and aptitudes to perform the duties. We may only allow applicants with highest written test scores to take the verbal exam in accordance with Washington Administrative Code (WAC) 356-22-090. The time limit for the written test is four hours. We will notify you regarding testing time and location. If you are also scheduled to take the verbal test, you will be notified regarding testing time and location. Bring

beauty. Olympia's location provides easy access to the Cascade Mountains, Olympic Peninsula, and the Pacific Ocean.

### Great Benefits!

- Competitive salaries
- Excellent health and retirement benefits
- Generous paid vacation and holidays
- Promotion opportunities
- Cross-training opportunities
- Continuous learning opportunities
- Talented co-workers
- Meaningful and ethical work
- Serving citizens and making a difference

Visit us at [www.dor.wa.gov](http://www.dor.wa.gov)

### How to Apply

E-mail: [jobs@dor.wa.gov](mailto:jobs@dor.wa.gov)

FAX: (360) 664-0658

Mail: Department of Revenue  
Office of Human Resources  
Attention: Recruitment  
P.O. Box 47463  
Olympia, WA 98504-7463

proof of identification with you. We will mail you your scores. We are unable to tell you your applicant ranking. Tests are weighed equally. A passing score is required.

### How to Apply:

Submit Applications to:

E-mail: [jobs@dor.wa.gov](mailto:jobs@dor.wa.gov)

*please indicate position title in subject line*

Fax: (360) 664-0658

*please indicate position title on cover*

Mail: State of Washington Department of Revenue  
Office of Human Resources  
Attention: Recruitment  
P.O. Box 47463  
Olympia, WA 98504-7463

### Special Note:

Effective January 1, 2006 classification changes occurred affecting this position. Additional enhancements in the application process for this position are being developed and will soon be available.

This position is covered by a collective bargaining agreement between the Department of Revenue and the Washington Public Employees Association (WPEA), which contains a "union security" provision. This means that, as a condition of employment you must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status. Prior to any new appointment into the Department of Revenue, a background check will be conducted. Employees will be required to provide their own transportation to audit appointments at the taxpayer's place of business.

The Washington State Department of Revenue is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability, who need assistance in the application/testing process, or those needing this job announcement in an alternative format, may call the Office of Human Resources at (360) 725-7501, TDD/TTY (360) 664-0580.