Open Position Notice

Date: September 29, 2021

Position Title: Senior Internal Auditor

Agency/Office: Parish Financial Assistance

Work Schedule: Full Time

Position Requirements:

The Diocese of Providence is seeking a fulltime Senior Internal Auditor to perform accounting, audit, and advisory services to Diocesan churches, schools, cemeteries, and other related agencies. This person will prepare written reports, detailing findings from the above mentioned agencies. Responsibilities also include special financial projects as they arise. This position may also include training and supervising less experienced auditors. The well qualified candidate will have knowledge of Microsoft Word, Excel, Access, and QuickBooks software. Strong interpersonal skills both verbal and written are a must. A bachelor’s degree in accounting and at least 5 years of experience is required.

Interested applicants should send a cover letter and resume to:
Catherine Messier
Parish Financial Assistance Director
1 Cathedral Square,
Providence, RI 02921

or via email
cmessier@dioceseofproviedence.org