

Job Title: COMPLIANCE/AUDIT INVESTIGATOR 1 - UNDERFILL

COMPLIANCE/AUDIT INVESTIGATOR 1 - UNDERFILL - Requisition ID: 14761

Recruitment Type: Open Competitive

Posting Close Date: 12/6/2022

Geographical Location: Las Vegas, Boulder City, Indian Springs, Jean, Henderson

Department: ATTORNEY GENERAL'S OFFICE

Division: ATTORNEY GENERAL'S OFFICE

Business Unit: HR-AG MEDICAID FRAUD

Work Type: PERMANENT

***Pay Grade:** GRADE 30

Salary Range: \$41,989.68 - \$61,616.88

Full-Time/Part-Time: Full Time

Recruiter: ADRIAN L FOSTER

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Email: adrian@admin.nv.gov

Position Description

Compliance/Audit Investigators perform investigative and auditing functions to monitor compliance and detect violations of federal and/or State laws or regulations pertaining to a specific program or regulatory area such as securities, Medicaid, mortgage lending, or workers' compensation. Investigators allocated to this series do not require P.O.S.T. certification.

This position is located in the Nevada Attorney General's Medicaid Fraud Control Unit (MFCU). The MFCU's primary responsibility is the investigation and prosecution of Medicaid provider fraud. The MFCU also investigates matters involving abuse, neglect, and exploitation of elderly and vulnerable adults in medical facilities. The successful applicant will be expected to conduct audits and investigations involving violations of Federal and/or State law pertaining to Medicaid Fraud.

The applicant, under direct supervision, will review complaints concerning allegations of fraud, waste, and abuse in the Medicaid system, conduct interviews of witnesses and subjects, document information, and gather and preserve evidence. The applicant will audit and analyze records and evidence and present their findings in a logical and concise way in various formats to support the unit's civil and criminal investigations. These civil investigations will include qui tam cases which are typically large multistate investigations requiring the incumbent to work in conjunction with other States to gather data and information. The civil investigations could also be civil matters filed only in Nevada or a limited number of States. For these cases, the applicant would work directly with the MFCU's Senior Deputy Attorney General to request records, review records, analyze claims, and interview witnesses. The applicant will also be required to testify in civil or criminal court proceedings, maintain case files, and develop reports to be used by others in a legal setting.

Incumbents perform in a trainee capacity and acquire the knowledge, skills and abilities required in this occupation.

To see full Class Specifications visit: http://hr.nv.gov/Resources/ClassSpecs/Class_Specifications-11_0/

Minimum Qualifications

- Bachelor's degree from an accredited college or university in business or public administration, business management, accounting, or related field; OR graduation from high school or equivalent education and two years of experience in an auditing or program-related position equivalent to an Administrative Assistant III or Accounting Assistant III in Nevada State service which required the application of state and/or federal laws, policy and procedures; reviewing documents prepared by others for program compliance determinations; preparing reports which summarize financial and statistical information; or maintaining financial records related to revenues and expenses, grants, budgets, purchases, and/or accounts; OR an equivalent combination of education and experience.

The Examination

Application Evaluation Exam

- The exam will consist of an application and resume evaluation. It is essential that applications/resumes include detailed information with time frames regarding education and experience. The most qualified applicants will be contacted by the hiring agency for interview. The hiring agency may require specific skills related testing as part of the interviewing process.

Special Requirements

- Some positions may be required to submit to a background investigation.
- A valid driver's license is required at the time of appointment and as a condition of continuing employment.

This recruitment may close at any time based on the number of applications received. Qualified applicants are encouraged to apply as soon as possible.

***The salary range indicated in this announcement is based on the Employee/Employer retirement compensation schedule. An employer-only option is available at a reduced salary range.**

The State of Nevada is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.