

WVBOLD - Auditor

Position Overview

The Auditor is responsible for overseeing the annual licensee Continuing Education Unit (CEU) audit.

Responsibilities and Duties

- Assume office at the beginning of the new Fiscal Year.
- Ensures compliance with established internal control procedures by examining records, reports and documentation.
- Verifies education record by comparing items to the licensee's documentation.
- Completes audit by documenting findings and reporting out to the Board.
- Appraises adequacy of the internal audit process
- Maintains internal record of audit.
- Recommends new policies and procedures related to the position.
- Facilitates transition of new board members.

Qualifications

"Each member of the board shall be a citizen of the United States and a resident of this state. Four members shall have experience as a registered or licensed dietitian for a minimum of three years preceding the date of appointment." (See W. Va. Code § 30-35-3)