

Senior Auditor

Location: Rochester, NY

Paychex, Inc. is a leading national provider of payroll, human resource, and benefits outsourcing solutions for small- to medium-sized businesses. Paychex was founded in 1971. With headquarters in Rochester, New York, the company has more than 100 offices and serves more than 522,000 clients nationwide. FORTUNE magazine rated Paychex one of "100 Best Companies to Work For" in America three straight years (2002-2004). We are currently seeking "Great People for this Great Opportunity."

Specific Responsibilities:

- Assists in conducting audits that evaluate the adequacy and effectiveness of financial and operational control activities for the purpose of developing recommendations for the correction of control deficiencies and improvements in operational efficiencies.
- Executes Sarbanes-Oxley 404 internal control testing. Summarizes control deficiencies and appropriately communicates to audit team leaders and management to ensure proper remediation.
- Facilitates the relationship between the company's Finance and Information Technology business units with the Company's external accountants to ensure our legal and audit requirements are fulfilled.
- Participates in individual projects that support company initiatives, which may include process and system development, implementation of new business processes or control enhancements, and performance of due diligence procedures for acquisitions.
- Reviews general information technology controls for the Company, including systems access, change control, monitoring controls and disaster recovery for the purpose of supporting the company's internal control environment.

Position Requirements:

Bachelor's degree in Accounting and a minimum of 4 years in a public accounting firm or large internal audit department, or equivalent attestation related experience is required. An MBA or CISA is preferred. Strong written and verbal communication skills are required. Advanced analytical skills are required. CPA or CIA preferred.

To Apply:

If you are interested in applying for this opportunity, please visit our website at www.paychex.com/careers to create a profile and apply for reference code position 080117F.

EOE

Must be authorized to work in the U.S.