

Assistant Inspector General

Published Date: Jul 1, 2025

Location: US

Company: Los Angeles Unified School District

SALARY DETAILS

\$153,100.00 - \$190,400.00 Yearly

APPLICATION FILING DATES

Open: 07/03/2025

Open Until Hiring Needs Are Met

ABOUT LAUSD

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life.

LAUSD is the second largest school district in the nation with an enrollment of over 550,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

LAUSD Employees: Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network (VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213) 241-5200 or via their page (<https://www.lausd.org/helpdesk>) available Mondays through Fridays from 7:30 AM PST to 5:00 PM PST.

THE DEPARTMENT

The Office of the Inspector General (OIG) provides independent oversight of LAUSD programs, processes, and contracts, promoting a culture of accountability, transparency, collaboration, and integrity through the performance of audit and investigative services designed to drive continuous improvement, support effective decision-making, and detect and deter waste, fraud, and abuse in the LAUSD. We strive for excellence and continuous positive change in the management and programs of the Los Angeles Unified School District. We are committed to detecting and preventing fraud, waste and abuse within the District and ensuring that LAUSD provides the most effective and efficient services for our 1,190 schools and 550,000+ students of Los Angeles.

The OIG is seeking a highly qualified and motivated senior manager with oversight, auditing and/or investigations experience to join our team in the capacity of Assistant Inspector General. The Assistant Inspector General will serve as a principal advisor to the Inspector General and will lead the various activities and functions of an assigned organizational unit in the Office of the Inspector General (OIG).

For more information about LAUSD's OIG, visit: <https://www.lausd.org/OIG>

THE POSITION

At LAUSD, an Assistant Inspector General assists the Inspector General in planning, directing, organizing, and managing the activities and functions of an assigned organizational unit in the Office of Inspector General (OIG).

General direction is received from the Inspector General. General supervision is exercised over subordinate professional staff and clerical personnel through lower-level supervisors.

Note:

This position works an “A” Basis calendar (12 months per year).

Hybrid and/or remote options are currently unavailable for this vacancy.

BENEFITS

Insurance: District paid premiums for your choice of several medical, dental, and vision for you and your dependents; and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: 24 days each year.

Paid Holidays: Up to 13 days.

THE IDEAL CANDIDATE

The ideal candidate for Assistant Inspector General will have extensive experience in conducting and supervising independent oversight activities including audits, investigations, and/or special reviews. This individual will be a detail-oriented fact finder and sound decision maker with excellent oral and written communication. Further, the ideal candidate will be skilled at developing and maintaining strong working relationships with all stakeholders and will demonstrate considerable personal and professional judgment and integrity by dealing appropriately with confidential material and handling politically challenging situations with diplomacy and tact.

Additionally, the ideal candidate will have knowledge of:

- - - Current trends and developments in independent government oversight including auditing, investigative techniques and fraud detection
 - Principles and standards for Offices of Inspector General
 - Principles of supervision and training
 - Laws, rules, regulations, practices, and procedures pertaining to auditing, criminal law, civil law, and rules of evidence.
 - Fundamental principles of auditing, investigations, or other relevant oversight activity
 - Laws and rules of government contracting

And the ability to:

- - - Direct, evaluate, and train a professional staff
 - Formulate and express ideas clearly and concisely in written reports and oral presentations
 - Plan, organize, schedule, and direct the work of others
 - Establish and maintain effective working relationships with District personnel and the public

TYPICAL DUTIES

The position manages the functions and staff of an organizational unit in the Office of Inspector General. Typical duties may include, but are not limited to:

- - Manages and evaluates the activities and staff of an assigned organizational unit within the Office of the Inspector General.
 - Assists in establishing goals for an organizational unit and monitors the progress of the organizational unit toward achieving the goals.
 - Serves as a principal advisor to the Inspector General on the assigned oversight function.
 - Supervises, plans, organizes, coordinates, and directs difficult, complex, and sensitive audits, special reviews, special projects, or evaluations related to District programs, operations, projects, and contracts.
 - Plans, organizes, and directs difficult, complex, and sensitive criminal and administrative investigations related to alleged wrongdoing by District employees, vendors, and/or contractors.
 - Manages staff engaged in activities such as auditing, reviewing, or evaluating District programs, operations, contracts and/or vendors relative to various District activities; and in investigating alleged wrongdoing by District employees, vendors and/or contractors.

- Analyzes and reviews unit reports to ensure compliance with directives, standards, and guidelines.
- May manage the District's Fraud Hotline.

Please Note: This is not an exhaustive list of responsibilities of this position. For a comprehensive list of duties performed, please refer to the class description: [LAUSD AIG CLASS DESCRIPTION](#)

MINIMUM REQUIREMENTS

EDUCATION:

Graduation from a recognized college or university with a bachelor's degree preferably in accounting, business management, public administration, criminal justice, law, public policy or a related field. A Juris Doctorate (J.D). is preferred, but not required.

EXPERIENCE:

Six (6) years of professional-level auditing, special reviews, or investigation experience; the aforementioned experience must include at least two (2) years of supervisory experience.

SPECIAL:

Possession of any of the following licenses and certifications are preferred:

- - Certified Public Accountant (CPA) license
 - Certified Internal Auditor (CIA)
 - Certified Fraud Examiner (CFE)
 - Certified Inspector General (CIG)
 - Certified Inspector General Investigator (CIGI)
 - Certified Inspector General Auditor (CIGA)
 - Certified Inspector General Inspector/Evaluator (CIGE)

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation may be required for some positions.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities. To the extent permitted by relevant law, management retains the discretion to add or change typical duties of a position at any time as long as such addition or change is reasonably related to existing duties.

***IMPORTANT NOTE:** In order to ensure that the minimum qualifications are met, we need to verify your educational document(s). As such, you **MUST** upload your official diploma/degree/transcripts to your candidate profile, under "My Uploaded Documents." We screen applications based on the minimum requirements and need to verify the educational requirement is met. Candidates who have completed college or university coursework at an institution in a country other than the United States, **MUST** obtain a complete evaluation of foreign transcripts and degrees. Please be sure to request a "Detailed" evaluation report. The original of this degree evaluation must be presented. For more information on Foreign Transcript Evaluation please visit <https://achieve.lausd.net/Page/7876>.

EMPLOYMENT SELECTION PROCESS

The selection process *may* consist of the following: a T&E, a Technical Project, and/or a Technical Interview. After applications are reviewed and determined to meet the minimum qualifications, qualified candidates will move on to the next phase of our selection process.

Application materials (your candidate profile, resume, and supplemental questionnaire) will be evaluated in relation to the background, experience, and competencies identified for successful performance in this job. *As such, please make sure that you describe in **DETAIL** your experience, education, and training that most closely relates to this position in your application.*

This is a competitive process and we anticipate a number of well qualified candidates for this recruitment. You may include a professional resume, but it will **NOT** be in lieu of a detailed application and the required questionnaire. It is imperative that your application reflects your true and accurate background. (*Internal Candidates*) Furthermore, if you have assisted in an interim or other temporary assignment or worked out-of-class for a significant and specified duration of time, include the contact information of your immediate supervisor during that assignment and be prepared to present verification from the official (local district superintendent, department administrator, or supervisor) validating your claim.

****Please be sure to include correspondence from @lausd.net AND @successfactors.com** as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder. **ALL** notifications regarding this recruitment will be sent via email.**

PLEASE NOTE: Qualified Candidates will be required to present an unexpired government identification at the time of the test. If you are unable to attend the scheduled test date, rescheduling is **NOT** guaranteed. If you are unable to attend a scheduled assessment date, please note that we recruit for this position on a regular basis. We encourage you to visit our website periodically to check for the next recruitment and we encourage you to apply to any positions for which you believe you meet the minimum qualifications. For more information about the LAUSD employment assessment process, visit the 'My LAUSD Career' section of our website at <https://careers.lausd.org/pc>.

APPLICATION PROCESS

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?

Email us at helpmeapply@lausd.net or call 213-241-3455, weekdays from 8:00 AM PST to 4:30 PM PST. To find out whether the application deadline has been extended, visit the website at: <https://careers.lausd.org/pc>. The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

If you have any questions regarding this recruitment, please contact Sumaya Islam at sumaya.islam@lausd.net. You may cc Mercedes Quintanilla at m.quintanilla1@lausd.net.

Note: Our applicant system is only compatible with Chrome, Firefox, and Microsoft Edge.

ADDITIONAL POSTING INFORMATION

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months.

The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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