

Iowa Department of Administrative Services – Human Resources Enterprise  
Classification Series Guidelines

## Credit Union Examiner Series

---

---

### Classes in the Series

<u>Class Code</u>	<u>Class Title</u>
00420	Credit Union Examiner
00422	Credit Union Examiner Senior

### Series Concept

The primary responsibility of positions classified in this series is in the conducting of financial audits of state chartered credit unions for accountability to state laws and regulations.

### Exclusions

Classes where incumbents are expected to perform financial audits in areas other than state chartered credit unions (e.g., Bank Examiners, Revenue Auditors, Field Auditors, Assistant Auditors, etc.)

### Class Distinctions

#### Credit Union Examiner

After the internal training period, employees are expected to have learned the basics of the overall examination process. They will conduct independent examinations by applying knowledge or accounting and auditing techniques and procedures. Positions plan, organize and carry out the examination of a credit union under the general supervision or guidance of a higher-level examiner. They also write reports of findings, conclusions, and recommendations for submission to, and review by, a higher-level examiner.

#### Credit Union Examiner Senior

Positions at this level conduct and/or oversee entire examinations of credit unions that require greater skills and expertise due to the size and complexity of operations and/or sophistication in administration. When examinations require more than one examiner, positions in this class are designated as the "examiner-in-charge." Positions may act as the expert resource in an assigned specialty area (e.g., capital markets, special actions, lending, or compliance).

*Effective date: 10/17 SA*