Purpose of Position/Summary:
An Information Technology (IT) Examiner III is an entry-level IT examiner responsible for conducting information technology examinations at state-chartered financial institutions consistent with the standards of the Indiana Department of Financial Institutions' (DFI) and the requisite Federal Financial Institutions Examination Council's (FFIEC) information technology examination guidelines. The examiner will be responsible for ensuring financial institution's practices are commensurate with current industry best practices and determining the risk profile of each unique operating environment. The examiner will work with Department staff as well as examination staff from other regulatory agencies. The examiner will be responsible for completing the required work programs, documenting the examination process through a formal workpaper system, preparing examination report comments, and conveying examination findings to financial institution management as well as other individuals within the Department on examination activities of in-house computer systems, serviced institutions, and small independent data centers. An IT Examiner III will also be responsible for staying current on information technology risks, threats, and industry best practices. The IT Examiner III will report to the Field Manager.

Essential Duties/Responsibilities:
1. Compliance with the IT training program.
   - The examiner utilizes resource materials in preparing for and analyzing assigned areas. Takes an active role and is personally responsible in his or her own training. The examiner provides timely information according to established policies and procedures to supervisor regarding training needs and assessment. The IT Examiner III should seek out and is open to feedback from all sources. Satisfactory compliance with training action plans is required.

2. Compliance with State and Department policies and procedures.
   - The IT Examiner III will demonstrate an understanding of State and Departmental policies and procedures. The examiner will communicate with Department supervisors when questions surrounding applicable policies and procedures arise.

3. Perform examination activities as assigned.
   - The IT Examiner III will utilize Department adopted examination procedures to identify and assess risk within a financial institution's information technology structure, including cyber security risk. The IT Examiner III examines the information technology environment of financial institutions of low-to-moderate complexity, which may include serviced institutions, in-house computer systems, and small independent data centers. The examiner will approach each examination uniquely.
   - The IT Examiner III will perform an assessment of the IT audit function; support and delivery; and electronic funds transfer (EFT). The examiner will perform these areas with a decreasing level of direct supervision and comment revision.
• The IT Examiner III will perform an assessment of cybersecurity; development and acquisition; IT management; and information security standards with direct supervision. The IT Examiner III will identify risk inherent in internal controls, policies, practices, and management information systems. Development of supporting comments is required with direct supervision.

• The IT Examiner III may also act as the IT examiner-in-charge at small to medium size, non-problem, IT operations with minimal supervision. The IT Examiner III will communicate examination findings to IT and bank management with limited supervision.

• The IT Examiner III will demonstrate basic knowledge of computer applications and will utilize available technology to assist in analyzing financial institutions.

Job Requirements:
• Demonstrates the ability to identify, apply, and interpret laws, regulations, and policies applicable to assigned areas, as well as examination policies and procedures. Exhibits willingness to research and assist examination staff in resolving issues in the field.

• Possesses the ability to understand information technology infrastructures, current risks, and risk management practices. Possess the ability to interact with financial institution information technology staff members regarding network, hardware, software, vendor management, and risk management practices.

Supervisory Responsibilities/Direct Reports:
• None

Required Minimum Qualifications:
• The individual should have graduated from an accredited four-year college or university with major course work in information systems or a related field.

• Must have a minimum grade point average of a 2.5 on a 4.0 scale.

Difficulty of Work:
• An IT Examiner III performs functions in a variety of situations including being able to evaluate the lowest complexity IT programs. An IT Examiner III will be required to become familiar with applying laws, regulations, and standards with supervisory assistance.

Responsibility:
• An IT Examiner III has limited responsibility for evaluating the condition of financial institutions’ IT environments through on and off-site work performed to enable the Department to fulfill its supervisory function effectively. An IT Examiner III will be required to identify risks present in the institution as well as developing trends to allow the Department to act proactively is required. An IT Examiner III will also have the responsibility to communicate examination/supervisory findings to senior level examiners and supervisors for verification.

Personal Work Relationships:
• An IT Examiner III develops working relationships with individuals from the Department and others. The IT Examiner III will work with financial institution employees and management, as well as other examiners from the Department and Federal Agencies, and maintain relationships with superiors within the Department.

Physical Effort:
• Physical effort required is considered light. An IT Examiner III will be required to transport work equipment to and from job sites daily. This would include laptop computers, examination workpapers, and other office equipment. Driving for extended periods is required.

Working Conditions:
• The IT Examiner III will work in financial institutions and DFI facilities. These are generally professional office environments.