The Indiana Grain Buyers and Warehouse Licensing agency is looking to hire a Compliance Officer. The agency is under the ISDA and work out of the Indianapolis office at One North Capitol Avenue, Suite 600, Indianapolis, IN 46204. The link to the job posting is here https://workforindiana.in.gov/job/Columbia-City-Grain-Compliance-Auditor-IN-46725/738878500/.

Grain Compliance Auditor

Date Posted: May 28, 2021
Requisition ID: 208362
Location: Columbia City, IN, US, 46725

Work for Indiana

Grow your career with the State of Indiana! With more than 50 executive branch agencies, the State of Indiana is a diverse workforce offering employees stimulating and challenging projects across a broad scope of career opportunities. As a State of Indiana employee, you impact the well-being of Indiana’s communities every day.

At the State of Indiana, we don’t just talk about diversity and inclusion – Our goal is to create a welcoming, accessible, and equitable workplace, with a workforce that is representative of the State of Indiana population. We are proud to be an equal opportunity employer.

About the Indiana State Department of Agriculture (ISDA):
The Indiana State Department of Agriculture (ISDA) was established as a separate state agency by the Legislature in 2005. The Director of ISDA is appointed by the Governor and is a member of the Governor’s Cabinet. The ISDA vision is to be a global leader in innovation and commercialization for food, fuel, and fiber production. For more info click this link: http://www.in.gov/isda/3240.htm

Salary:
The starting salary for this position may be commensurate with education and/or experience.

About the Job:
The Grain Compliance Auditor works as a specialized compliance officer for the Indiana Grain Buyers and Warehouse Licensing Agency, housed as a division of the Indiana State Department of Agriculture. The Grain Compliance Auditor performs audits and processes licensing of agricultural grain businesses with the primary goal being to insure compliance with State regulations pertaining to the marketing and storage of producer grain. The Grain Compliance Auditor reports to the Deputy Director – Compliance of the Indiana Grain Buyers and Warehouse Licensing Agency (IGBWLA).

A Day in the Life:

- Perform audits to determine if business is operating within the scope of applicable State law;
- Perform audits as assigned by measuring and calculating grain inventories and reviewing accounting records including but not limited to, grain contracts, scale tickets, grain settlement sheets, banking records, and cash on hand;
- Prepare current ratio and balance sheet reports on licensed firms as assigned by completing an audit of the firms business records and confirming balances;
- Perform audits as assigned for compliance with the Indiana Grain Indemnity Corporation (IGIC), Soybean Promotion, Research, and Consumer Information Program (SPARC), Indiana Corn Marketing Council (ICMC) and other audits as the Indiana Grain Buyers and Warehouse Licensing Agency may contract to perform;
• Ability to complete auditing assignments in a timely manner;
• Submit written and oral reports of audit findings to the agency;
• Assist and service agribusiness entities in the license application process as assigned;
• Provide the Director and the agency with recommendations of business status and solvency;
• Compile information on insolvent agribusinesses for potential criminal prosecution;
• Coordinate and assist with the removal of grain assets in a case where an agribusiness has filed bankruptcy, or has failed resulting in unfulfilled obligations to producers;
• Testify as necessary at legal proceedings as a field auditor;
• Test and inspect commercial grain moisture meters as assigned;
• Attend all required training and meetings;
• Represent the Director and the agency in business relations with agribusinesses in the state;
• Processing license applications and renewals;
• Maintain and monitor fees, bonding, insurance and financial requirements;
• Process and maintain records for bonding letters of credit, cash deposits and certificates of deposits;
• Fulfill other duties as assigned.

What You’ll Need for Success:

• Bachelor’s Degree; preferably in an agricultural field of study;
• Ability to communicate effectively, both orally and in writing;
• Ability to comprehend and interpret applicable state and federal regulations;
• Specialized knowledge of the principles and practices of grain accounting, agribusiness management, and agriculture economics;
• Specialized knowledge of grain’s physical properties and dynamics as they relate to grain storage and measurement;
• Ability to use geometric formulas to calculate volumes and capacities of varying structures;
• Ability to use computers and familiarity with basic data entry, word processing and spreadsheet software;
• Ability to plan, organize and manage multiple projects;
• Ability to work independently and with others as needed;
• Ability to routinely climb to the top of grain elevators/silos/bins in order to physically determine inventory; bins and silos could be up to one hundred (100) feet high.
• Ability to safely climb ladders including grain elevator/silo/bin ladders not to exceed a maximum working load of 300 pounds including all safety equipment (based on the specifications for grain bins associated with this position);
• Ability to maneuver in tight spaces;
• Maintain all applicable safety policies and procedures;
• Ability to obtain and maintain a valid driver’s license;
• Ability to travel extensively within the state with some nights away from home to conduct audits.

Supervisory Responsibilities/Direct Reports:
This role does not provide direct supervision to direct reports.

Benefits of Employment with the State of Indiana:
The State of Indiana offers a comprehensive benefit package for full-time employees which includes:

• Three (3) medical plan options (including RX coverage) and vision/dental coverages
• Wellness program (offers premiums discount for the medical plan)
• Health savings account (includes bi-weekly state contribution)
• Deferred compensation account (similar to 401k plan) with employer match
• Two (2) fully-funded pension plan options
• Group life insurance
• Employee assistance program that allows for covered behavioral health visits
• Paid vacation, personal and sick time off
• Competitive leave policies covering a variety of employee needs
• 12 company paid holidays, 14 on election years
• Qualified employer for the Public Service Loan Forgiveness Program
• New Parent Leave
• Free Parking
• Free LinkedIn Learning

**Equal Employment Opportunity:**
The State of Indiana is an Equal Opportunity Employer