



Founded in Abbeville, LA in 1971, **Gulf Coast Bank** is known throughout Acadiana for getting to know our customers personally, and understanding their needs, as well as the needs of the community. **Gulf Coast Bank** has 9 locations across the Acadiana area and employs more than 120 people. As banking has changed through the years, Gulf Coast Bank has stayed on the cutting edge, while never losing sight of what makes our bank special: providing outstanding customer service and maintaining active involvement in the communities we serve.

Position Summary

Gulf Coast Bank is looking for an Assistant Auditor for its Main office based in Abbeville. The ideal candidate will be experienced in performing reviews and audits of bank department functions and processes.

Primary Responsibilities:

- Works closely with Auditors to support the functions of the Auditing Department:
 - Complete audits assigned on schedule and according to established audit objectives and scope
 - Prepare accurate and complete reports that adequately support exceptions noted during an audit assignment, along with applicable recommendations. Discuss exceptions with audited department/area
 - Perform routine assignments that may consist of daily, monthly and/or quarterly reviews. Ensure procedures are followed and all accounts are balanced.
 - Assist with onsite and in-house account receivable audits for assigned businesses, including but not limited to a review of financial statements, tax forms, company invoices and borrowing base certificates.
 - Assist with quarterly loan reviews and daily draw requests.
- Special Projects as assigned by Auditors
- Performs and assists with any duties as assigned to ensure the audit functions of the Bank are performed efficiently and effectively

What We Offer:

- Competitive Compensation Structure
- Full Medical, Dental, Vision
- Paid Vacation/Sick Leave/Holidays

Requirements:

- College degree in Accounting or Finance
- 2+ years of auditing experience
- Detailed, specific knowledge of bank processes and functions, including audit functions
- Critical thinking and analytical skills
- Strong technical skills
- Excellent written and verbal communication skills; emphasis on confidentiality is critical

We are an equal opportunity employer and value diversity at our company. We do not discriminate based on race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.