



KENTUCKY HORSE RACING & GAMING

Kentucky's Safe Bet

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JOB DESCRIPTION

JOB TITLE: Gaming Compliance Auditor
DEPARTMENT: Gaming Division
REPORTS TO: Senior Vice President of Gaming

JOB SUMMARY:

The Gaming Compliance Auditor provides compliance and auditing services to Kentucky Horse Racing & Gaming's (KHRG) Gaming Division. The Gaming Compliance Auditor reports to the Senior Vice President of Gaming, but works directly with the directors of pari-mutuel wagering, sports wagering, and charitable gaming on a day-to-day basis. The Gaming Compliance Auditor is responsible for ensuring proper reporting and regulatory compliance by KHRG licensees involved in wagering activities. A primary responsibility of the Gaming Compliance Auditor will be to analyze and review financial records and reports of organizations conducting charitable gaming in Kentucky and requesting and reviewing supporting documentation to determine eligibility and compliance.

ESSENTIAL DUTIES/RESPONSIBILITIES:

- Provide compliance and audit services for all gaming activities, including, but not limited to, charitable gaming, pari-mutuel wagering, and sports wagering.
- Review and analyze financial reports submitted by organizations licensed to conduct charitable gaming and other gaming activities to confirm compliance with applicable statutes and regulations.
- Communicate with organizations regarding questions or issues identified and request and review acceptable supporting documentation from organizations to determine eligibility and confirm compliance.
- Perform audits/reviews of initial and renewal applications for licensure of gaming activities to ensure eligibility and compliance with state regulations.
- Request, examine, approve, and monitor financial plans submitted by organizations conducting charitable gaming.
- Ensure financial plans are submitted, reviewed, and approved prior to the issuance of a charitable gaming license.
- Assist the directors of pari-mutuel wagering, sports wagering, and charitable gaming with fulfilling the regulatory oversight of gaming activities.

- Identify any potentially fraudulent activities and submit report to the Investigations and Enforcement Division for further investigation.
- Assist the Accounting Division and the Investigations and Enforcement Division as needed, including supporting reviews, investigations, examinations, or inquiries related to licensee compliance and reporting.
- Prepare, review, and revise standard operating procedures for auditing and compliance tasks within the Gaming Division.
- Develop, create and maintain meticulous data records and tracking reports.
- Participate in the preparation, recommendation and review of policies, procedures, statutes, proposed legislation, and regulations.
- Represent KHRG at meetings, conferences, and events.
- May require periodic travel, with occasional overtime and/or alternate schedules as needed.
- Requires sitting at a computer for long periods of time.
- Other duties as assigned.

KNOWLEDGE/SKILLS/EXPERIENCE:

- Bachelor's degree required. Degree in business, finance, or accounting is preferred. Non-degreed candidates with experience in one of these areas may be considered.
- Minimum two years working in an audit or compliance role is required. Prior experience working for a regulatory body is preferred.
- Proficiency with Microsoft Excel and other general office/financial software, including the ability to build and interpret spreadsheets, formulas, and basic financial reports.
- Comfort learning and working within agency-specific reporting or audit software/systems.
- Excellent analytical, organizational and time management skills, keen attention to detail, and an ability to solve problems that may arise.
- Strong verbal and written communication skills with the capability of explaining complex issues related to gaming.
- Flexibility to adapt to shifting priorities and address various needs within KHRG.
- Ability to work both independently and collaboratively, demonstrating teamwork, adaptability, confidentiality, and initiative.
- Ability to manage multiple tasks and meet deadlines in a fast-paced environment.

COMPENSATION:

Annual compensation based on experience and in the range of \$65,000 - \$75,900. KHRG employees participate in the Kentucky Employees Retirement System, and are eligible to participate in the Kentucky health, life, and deferred compensation programs.

Please send e-mail to: Cheri.Donovan@ky.gov