

Finance Auditor Alice

Senior Internal Auditor

Email | phone | LinkedIn | Location

PROFESSIONAL SUMMARY

- BSA/AML Certified Senior Internal Auditor.
- History of leading financial institutions' audits.
- Expertise in Compliance Audits of Banking Regulations.
- Innate analytical, communication, and organizational skills.
- Able to prioritize and simultaneously manage multiple projects.
- Expertise in Financial and Professional Services organizations.

"Alice was a Senior Audit Associate in our office. She is the consummate professional, qualified, constantly updating her skills, and discrete. She will bring a wealth of talent to any organization."

Technology: Skilled in current financial accounting and compliance software (QuickBooks, ATX, Actimize, Alessa, TruNarrative), Microsoft Office (Word, PowerPoint, Excel, Outlook), and xxxxxxx with the ability to quickly learn new applications and platforms.

PROFESSIONAL EXPERIENCE

Wwwwww Wwww, City, ST year to Present
Global financial services organization with annual revenue of \$xxx B and xxx,xxx employees.

Senior Internal Auditor

Lead complex internal audits to assess the effectiveness of controls, accuracy of financial records, operational efficiency, and compliance with governmental regulation.

- Undertake planning and risk assessment; develop audit scope, objectives, and work plans, including the selection of appropriate audit tests.
- Identify key controls and utilize statistical methods, surveys, interviews, and computer assisted audit techniques. Perform complex testing procedures. Perform detailed and general reviews of internal audit work paper documentation.
- Coordinates procedures and reviews work papers that support the external audit of internal controls, business processes, and account balances.
- Perform talent management activities; make recommendations regarding deployment of team resources.
- Maintains awareness of internal control audit trends to assure audit processes remain effective.

BBB USA, LLP, City, ST year to year
Global accounting firm headquartered in Chicago with 7000+ employees in offices in the Americas, EMEA, and Asia Pacific.

Senior Audit Associate (year to year)

Audit Associate (year to year)

Led a team of 5 Audit Associates, managing financial service industry audits.

- Managed audit, review and compilation engagements from planning through issuance.
- Prepared financial statements and notes to the financial statements.
- Prepared audit programs, time budgets, and planning documentation.
- Developed staff, providing on-the-job-training for them.
- Provided timely feedback to managers in preparing performance evaluations of staff accountants.
- Obtains a good working knowledge of accounting, tax and other applicable software.

PROFESSIONAL EXPERIENCE, CONTINUED

DDD Architecture & Engineering LLC, City, ST year to year
Global, award-winning design firm with xx employees.

Accountant

- Prepared company financial reports and performed payroll accounting services.
- Established new financial procedures.
- Handled accounts payable and receivable.

Kxxxxx Kxxxxx CPA, City, ST year to year
Public accounting firm offering personal and business accounting services and tax planning

Accounting Intern

- Prepared individual, partnership, corporation, and S company income tax returns.
- Reviewed clients' data to determine reportable income and expense items.
- Analyzed investment accounts to determine tax liability.
- Researched complex tax issues using computerized and print services.

COMMUNITY LEADERSHIP

GGGGGGG TOWNSHIP ATHLETIC ASSOCIATION, **Treasurer**

Bank reconciliations, financial reporting, and strategic planning to meet target financial goals.

XXXXXXXXX FAMILY AND SCHOOL ASSOCIATION, **President**

Set financial goals and budgets, reviewed financial documents for accuracy, and filed 503(c) (3) documents.

LXXXXXX LXXXXXX COMMUNITY PARK, **Founder and President**

Led grass roots movement to design, fund, and build a community playground, including acquiring Nonprofit 501(c) (3) status under an umbrella of Rotary Club.

EDUCATION AND CERTIFICATIONS

PXXXXXX STATE UNIVERSITY - City, ST, **B.S. Accounting**

Azzzzz Czxxxx Community College, Business Administration coursework

Certified Public Accountant, CPA, State of Xxxxxxxxxx, year
Certified Internal Auditor, CIA