Name, CIA, CISA

email@email.com | 555.555.5555 | LinkedIN URL

Internal Audit Management | Financial & Operational Audit | Regulatory Compliance | SOX

Risk Assessment | Segregation of Duties Assessment | Control Rationalization | Control Deficiency Remediation

Process Improvement | Project Management | Strategic Planning | Staff Development

Internal Audit leader with deep risk and controls, compliance and consulting experience within Big Four public accounting and industry. Strong relationship builder, effective team leader and trusted business partner with proven ability to implement cost-effective controls that mitigate risk and improve operational performance. Primary industry experience in manufacturing, utilities, banking and retail.

**Professional Experience**

**Deloitte & Touche LLP, City, State YYYY – present**

**Senior Manager (YYYY-present);** Manager (YYYY-YYYY)

Trusted advisor to global and domestic clients with >$500m in revenue, delivering internal audit services, including IT, Process, Operational and Compliance related services.

* Manage $25K-$2M+ projects with responsibility for budgeting/forecasting, profit/loss, planning and scoping, resource management/staffing, client relationship management, timeline and delivery.
* Collaborate with CxOs, finance and technology leaders to identify opportunities to reduce cost and mitigate risk while increasing operational efficiencies; report findings directly to Boards of Directors and Audit Committees.
* Supervise, train, coach and oversee day-to-day concurrent teams of 5-20 staff. Led teams of 10-100 volunteers on skills-based volunteerism projects supporting Deloitte’s annual day of community service.
* Serve as counselor to 3+ staff on annual basis; provide input into performance evaluations, compensation, promotion opportunities and career development needs.
* Spearheaded several high-profile client proposals leading to large engagement wins.
* Develop and facilitate multiple virtual and in-person training sessions for groups of 25-100+ Deloitte and client staff through c-suite on IT Audit techniques, process controls, segregation of duties and soft skills.

**Representative Internal Audit Projects:**

* **Global manufacturer – Project Management, Internal Audit co-sourcing:** Lead project manager on a 4+ year project. Supervised team of 20 to deliver internal audits and SOX controls testing; consulted directly with c-suite on key business risk, resulting in client risk mitigation efforts.
* **US BU of large foreign-owned manufacturer - Business Process Controls Assessment:** Managed SOX internal control assessment. Supervised team of 10 in testing 250+ internal controls across various manufacturing plants and North American headquarters. Identified internal control deficiencies and offered control improvement suggestions to executive leadership.
* **Manufacturer - Internal Audit Risk Assessment:** Facilitated discussions with client executives to identify high risk areas throughout the organization to develop a responsive internal audit plan.
* **Utility company - Internal Control Rationalization:** Performed top-down risk assessment on key financial controls and benchmarked to competitors. Identified opportunities to implement a sustainable control rationalization model that enhanced compliance efforts and reduced compliance cost by 25%.
* **Global financial services company – Risk Assessment Framework:** Led team of 5 on developing a structure for risk analysis for 5 entities based on quantitative and qualitative factors. Coordinated and supervised execution with regional client management teams. Gained client support for implementation of standardized financial statement controls at the individual entities.
* **Public manufacturing company – Operational Audit:** Led project to perform assessment of disbursement processes across multiple locations; resulted in identification of supplier payment issues and process deficiencies which led to implementation of new recovery procedures and reduced costs.
* **Global manufacturer - Control Remediation & Rationalization:** Led team of 8 to implement alternative controls for a client lacking standardized receiving controls over $20B in parts and components used for production processes.
* **Leading financial services institution - ERP Security & Internal Control Assessments:** Managed pre-implementation assessment of $500M+ ERP application and infrastructure implementation project. Supervised team of 6 in reviewing and providing feedback on client’s information technology & business process risk assessments, internal control frameworks, segregation of duties rulesets, and internal controls pre-implementation testing plans. Identified weaknesses and offered control improvement suggestions prior to system go-live.

**Major Retailer, City, State YYYY-YYYY**

**Senior Internal Auditor** – Corporate Internal Audit

Supervised team of 3 and conducted store audits for nationwide chain of 50+ retail stores.

* Improved operating efficiencies by developing and implementing post-acquisition back-office integration plan to train 200+ store personnel on sales, cash audit and credit operations procedures.
* Recommended process and control improvements to product return practices.
* Created cash controls policy manual to improve operating controls across all stores.
* Increased efficiency and controls by automating gift certificate reconciliation process.

**Education and Certification**

# BS, Accounting, Anywhere University, City, State

Certified Information Systems Auditor, CISA

Certified Internal Auditor, CIA

Member – Information Systems Audit and Control Association (ISACA)

Member – Institute of Internal Auditors (IIA)

**Community Involvement**

ABC Charities – Membership Director YYYY–present; raised over $25K in donations and increased membership by 15%

XYZ Youth Association – After School Mentor, YYYY-YYYY; mentored 4 at-risk youth