



Free Resume Candidate Reference 090421-3

Resume Title: GA-Atlanta - Senior Internal Audit and Controls Consultant

Accomplished, diligent Senior Auditor/Project Manager with in-depth experience in operational and financial audits in numerous industries, including pharmaceutical, healthcare, aerospace, banking, software, financial services, mining and media / communications. Skilled in all phases of the internal audit process including risk assessment, planning and preparation of audit work, documentation and report writing. Possesses excellent communication skills with the ability to communicate on all organizational levels. Passed three of four parts of the CIA Examination. Certification expected in May 2009. Proficient in Visio, Bloomberg/Tradebook, AutoAudit, Portia, MS Office, Landmark Order Management System, GEAC, SAP, JDE, PeopleSoft, FED Wire, AMTrust and Oracle. Areas of expertise include:

- Evaluation in use of GAAP
- Bank Secrecy Act / AML
- Project Management
- Budget Management
- Collateral Management
- Technical Proficiency
- Internal Controls-COSO Based
- System Implementations
- Sarbanes-Oxley Audits

PROFESSIONAL EXPERIENCE

JEFFERSON WELLS, A DIVISION OF MANPOWER – Atlanta, GA 2005-2009

Senior Internal Audit and Controls Consultant

Conducted audits to determine compliance with laws and regulations, company policies and procedures, contract compliance, Sarbanes Oxley and GAAP. Wrote draft audit comments that summarized audit findings and recommendations, and discussed the validity of comment with responsible client employee. Inspected overall internal control processes, procedures and systems to evaluate effectiveness, and developed operational polices and procedures as necessary. Performed application controls testing of ERP systems (PeopleSoft, Great Plains, GEAC and JDE).

- Utilized excellent interpersonal skills to interview personnel at all levels of the organization to construct effective process maps / narratives of individual business processes.
- Made audit recommendations by considering impact, cost effectiveness and added value.
- Provided audit reports to relevant parties detailing scope, significant issues and overall audit ranking.
- Managed auditing controls directly related to Bank Secrecy Act functions and security-related policies and procedures. Implemented control programs to monitor and test the Bank Secrecy

Act / Anti-Money Laundering and USA Patriot Act related to Suspicious Activity Reporting, Currency Transactions, OFAC, Wire Transfers, Foreign Bank and Financial Accounts Reporting at a Super Regional Bank.

- Managed projects as needed, including various SOX audit projects.
- Developed policies and procedures and implemented a Branch Audit Program for a Deferred Presentment Provider.
- Conducted operational and special purpose audits of payroll, accounts payable, fixed assets, treasury, accounts receivable, and travel and expenses.
- Received monetary award from New York office for successfully coordinating and completing deliverables by deadline and meeting client expectations for Pharmaceutical SOX Project.
- Developed and executed audits for revenue recognition, contract and order administration, billing, and cash collections.
- Subject Matter Expert for Inventory on a Pharmaceutical and Aerospace SOX Project, as well as SME for Order-to-Cash.
- Integrated cost-saving controls to mitigate risk exposure which totaled approximately \$75,000-\$150,000 across various audit engagements.

PARSON CONSULTING – Atlanta, GA 2004-2005

SOX Auditor (Consultant)

Documented COSO-based internal controls, including conducting in person interviews to construct process maps, narratives and risk control matrices. Tested financial related controls for fixed assets, financial reporting, accounts payable, inventory, Softrax application controls, spreadsheet / database controls, journal entry processing, account reconciliations, foreign currency translation, construction in-progress, accruals, sales commissions, revenue recognition (SAB-104, SOP 97-2), goodwill and intangibles, coordination of benefits, Medicare finance and Department of Insurance filings. Interfaced with all organizational levels, eliciting, evaluating and considering solutions to align controls with business risks.

- Discovered improper accounting treatment of a \$500,000 tenant improvement allowance which resulted in a prior year adjustment.
- Saved clients approximately \$200,000 through review and restructure of internal controls and compliance obligations.

DEUTSCHE BANK (CONTRACTOR FOR PLUM RHINO CONSULTING) – Nashville, TN
2002-2004

Corporate Reorganization Consultant

Reviewed and interpreted legal documentation to ensure that proper corporate actions were taken. Composed and delivered critical corporate action information, and determined applicable Trust Accounting system transactions and taxability considerations required to correctly process actions.

- Spearheaded development of electronic class action filing system and trained department on use.

DELTA AIRLINES (CONTRACTOR FOR MANAGEMENT PRINCIPLES) – Atlanta, GA
2001-2002

Senior Accountant

Researched and evaluated complex accounting and business issues, and developed appropriate

action plans and recommendations. Prepared inter-company billings, monthly closing, journal entries, bank and G/L account reconciliations, recurring accruals as well as compilation and amortization of prepaid expenses. Performed balance sheet and income statement variance account analysis.

- Served as ACH/IATA administrator for ASA/Delta regarding miscellaneous expenses (\$50 million).
- Brought VAT reclassification from eight months to current.

SUNTRUST BANK (CONTRACTOR FOR MANAGEMENT PRINCIPLES) – Atlanta, GA
2000-2001

Corporate Reorganization / Collateral Management Consultant

Performed securities transfer of pledged assets between different member institutions (Federal Reserve, Treasury Tax & Loan and Deutsche Bank). Oversaw settlement and clearance of fixed income securities and coordinating sales. Interacted with member institutions daily regarding eligibility of various assets as collateral. Compared, reconciled and balanced data on Access and mainframe systems. Balanced daily transactions and prepared wires for settlement.

- Reduced exposure of market value of securities by \$250,000 through diligent daily auditing.

ATLANTA CAPITAL MANAGEMENT – Atlanta, GA 1998-2000

Trader Analyst

Compiled and analyzed trade execution cost reports, comparing client portfolios versus benchmark. Managed day-to-day operations of investment portfolio of firm. Analyzed current position and percentage of the investment portfolio and various types of securities. Prepared various financial and periodic cash reports. Managed \$2 million soft dollar budget, and reconciled soft dollar accounts. Lead trader for \$600 million Small Cap Portfolio re-balancing.

- Team lead in system implementations of Landmark (Order Management) and TradeSuite (Depository Trust Corporation) trade processing software.
- Organized and executed trades for approximately \$4 billion of equity securities under management.
- Saved firm \$30,000 in trading errors by analyzing and correcting inaccurate trade information.

EDUCATION

B.B.A., Finance

Mercer University - Atlanta, GA

PROFESSIONAL AFFILIATIONS

ISACA-Information Systems Audit and Control Association

IIA-Institute of Internal Auditors

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