



Dashawn Spinka

32456 Tomasa Court, Dallas, TX ♦ Phone: +1 (555) 169 9907

EXPERIENCE	INTERNAL AUDIT SENIOR ASSOCIATE	San Francisco, CA
06/2016 – present	<ul style="list-style-type: none">• Helping to grow the existing Asset Management Internal Audit business by working alongside our leadership team on proposals and new opportunities; and• Develop and maintain productive working relationships with client personnel• Responsible for conducting fieldwork, discussing findings and observations during client exit meetings, preparing work papers to support conclusions, reviewing staff work papers, and preparing written audit reports• Job planning: Research on client background and risks, planning staff resource and propose tailored audit work program and audit time schedules, coordinate with client on kick off meeting with client and other necessary planning activities• Assist in developing audit risk assessment and planning audit cycle and individual audit engagements• Building a network of Asset Management contacts through attending both external industry events and PwC hosted events• Provide direct assistance to external auditors in statutory financial statement audits, anti-money laundering audits, and SEC custody service and customer protection rule audits	
07/2012 – 03/2016	INTERNAL AUDIT SENIOR ANALYST	Chicago, IL
	<ul style="list-style-type: none">• Assisting in the development of stakeholder reporting, including to the Executive Management and Board• Perform initial workpaper reviews when assigned In-Charge responsibilities and assist in report issuance and close-out of audits with minimal supervision• Provide value added input and support to audit management for audit recommendations• Sense of responsibility, initiative and high quality work standard• This job description reflects management's assignment of essential functions; it does not prescribe or restrict responsibilities that may be assigned• Management of external consulting staff• Working collaboratively with business leaders to implement system, process and procedural change	
10/2008 – 03/2012	INTERNAL AUDIT SENIOR	Phoenix, AZ
	<ul style="list-style-type: none">• Expanding the work on audit engagements to encompass on-going data driven monitoring techniques• Performing data analysis using tools like SAS/SQL/ACL in support of internal audit procedures• Lead audit presentations and prepare audit issue memos and draft reports for Audit Manager's / Director's review and distribution to management• Working knowledge of Excel, PowerPoint, Visio• Working knowledge of data analytical tools (e.g. ACL, SAS, others)• Developing quantitative measures for the impact of identified business issues• Reports audit results to senior members of the audit group and/or the Director and recommends changes in or improvements to operations and financial activities	
EDUCATION	NORTHWESTERN UNIVERSITY	Bachelor's Degree in Accounting
SKILLS	<ul style="list-style-type: none">• Highly motivated with ability to meet deadlines and ensure quality in every aspect of IA work• Good working knowledge of Microsoft and Google Applications• A team player and innovative thinker with attention to detail and the ability to influence a diverse group of finance and non-finance stakeholders• Strong written and verbal communication skills, including ability to develop concise business reports• Analytical with good attention to detail• Ability to maintain professionalism and strive for high ethical standards at all times• Ability to work under pressure and maintain a professional demeanor• Financial systems skills - ability to quickly learn and work with multiple financial systems• Strong analytical and research skills• Working knowledge of COSO 2013, Internal Auditing Standards, Sarbanes Oxley and risk assessment practices	