

01/2016 - present

Resume Sample for position «IT Audit»

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EXPERIENCE SENIOR IT AUDIT

- Perform advisory work for key processes or projects being implemented consisting of evaluating gaps and risk and providing guidance prior to implementation
- Assistance to the external auditors, including Sarbanes-Oxley Act related testing, as instructed
- Perform Sarbanes-Oxley (SOX) control testing and complete review procedures for testing performed by other team members
- Assist in developing a formal data analytics program using tools such as ACL
- Work with external auditors during the annual audit, SOX audit and during the SSAE 16 audits (SOC 1) and perform procedures at their direction
- Prepare comprehensive, well-written audit work papers documenting the test steps performed, audit results and recommendations
- Participate in key system implementations, providing guidance on internal controls

12/2010 – 11/2015 **IT AUDIT**

Houston, TX

Los Angeles, CA

- Documents the results of work performed in the Department's automated workpaper system according to Departmental methodologies and documentation standards
- Conduct performance reviews and contribute to performance feedback for staff
- Develop recommendations to improve internal control structure
- Develop advanced new work program sections and testing steps for complex processes and technology to be included on audit programs
- Assist in developing risk assessments and the annual audit plan
- Market the work of internal audit within and outside the organization, describing the governance and operational value of audit work
- Audit Methodology and the established risk assessment framework

01/2006 – 06/2010 IT AUDIT INTERN

- Assist in performing audit testing procedures, including attribute-based controls, through various means inspection, observation, and re-performance
- Identify and define the root cause of control issues. Review and evaluate the adequacy of internal controls, and compliance with IT security policies and procedures. Provide recommended solutions to identified internal control concerns
- In accordance with Department standards, learn to develop accurate and complete work papers that adequately support the work performed
- For smaller and discrete projects or task assignments, may project manage assigned resources, generally interns and staff internal auditors as an in-charge auditor
- Performing audit tests and preparing work papers which document work performed and conclusions reached
- Prepares summary memoranda, closing conference agenda, planning meeting memos, etc., that accurately describe results of tests performed, the nature of control weaknesses and exposures and identify practical recommendations for improvements
- Clearly documents and evaluates as part of audit projects assignments, the internal controls present in the manual and automated systems being reviewed, identifying internal control strengths and weaknesses

EDUCATION UNIVERSITY OF NORTH TEXAS

Bachelor's Degree in Accounting

SKILLS

- Proven ability to build strong relationships with both the Business Unit and Technology clients
- Strong practical knowledge of IT, including applications and/or infrastructure, risks and controls
- Ability to operate both individually, and as part of team, to deliver high quality written output
- We are a financially strong and stable bank
- Knowledge of capital markets, banking products, and emerging technologies in Wealth Management is a distinct
- Ability to multi-task various ongoing activities and engagements with a high level of accuracy
- Information Security frameworks (ISO 27001, Information Security Forum Standard of Good Practice

Detroit, MI

- and NIST standards)
- Proven ability to manage multiple audit assignments, while meeting deadlines with minimal supervision
- Proven ability to partner with Technology and Financial Auditors and work within a team
- Knowledge of financial products to help plan audit engagements and assess risks