



Heather Carter

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EXPERIENCE	SENIOR ASSOCIATE OF INTERNAL AUDIT	Detroit, MI
08/2014 – present	<ul style="list-style-type: none">• Perform audits and reviews of key business processes and systems under development using the COSO• Execute Sarbanes – Oxley 404 Compliance• Internal control reviews and recommending best practices• Accounting, Business and IT process reviews• Operational reviews of the subsidiaries• Use of ACL Control review on internal financial systems• Verifying compliance with Accounting Policies	
04/2010 – 02/2014	AUDIT SENIOR ASSOCIATE, BANKING	Phoenix, AZ
	<ul style="list-style-type: none">• Responsible for managing all phases of an engagement from planning to issuance of financial statements• Reviews workpapers, financial statements and other documents, responsible for finalizing all client documents, may prepare more complex audit areas• Communicates with Partner on complex and/or important issues• Evaluates the client's system of internal control, and conducts the engagement plan, preparation, and execution• Promptly brings to the attention of the Senior Manager, or Partner any significant findings or questions that involve accounting principles or financial statement presentation• Thorough knowledge of accounting principles, practices, and procedures on manual and automated systems• Thorough working knowledge of MS Office: Word, Excel, PowerPoint, and Outlook	
08/2007 – 01/2010	SENIOR ASSOCIATE, AUDIT	Philadelphia, PA
	<ul style="list-style-type: none">• Identify performance improvement opportunities• Execute the day-to-day activities of audit engagements of various clients including Securities and Exchange Commission (SEC) registrants• Identify and communicate accounting and auditing matters to managers and partners• Applied working knowledge of U.S. Generally Accepted Accounting Principles (GAAP) and accounting procedures• Understand and utilize KPMG's Audit Methodology• Supervise Audit associates and interns on engagements• Interact with clients to help ensure the information flow from the client to the audit team is efficient	
EDUCATION	BELMONT UNIVERSITY	Bachelor's Degree in Accounting
SKILLS	<ul style="list-style-type: none">• Strong attention to detail• Solid analytical skills• Microsoft Excel proficient• Solid Audit (Financial) and Tax (State & Local) background• Highly organized• Excellent communication skills (written and verbal)• Able to multitask efficiently and effectively• Great interpersonal skills• 1+ year of Abandoned and Unclaimed Property experience	