MARIA DUNN

61 Wellfield Road, Routh, Cardiff CF3 3DG. Cell: 07956 654 32

example-email@example.com

SUMMARY -

Diligent Auditor skilled in outlining risk assessments and discussing potential compliance issues with management. Conceptual thinker successful at refining audit systems. Proficiently monitors budgetary matters to achieve financial accountability and transparency.

HIGHLIGHTS

- Certified Public Accountant (CPA)
- Microsoft Excel expert
- Knowledge of GAAP guidelines
- Sarbanes-Oxley
- Valued team player

- - Recordkeeping expert
 - Solution-orientated
 - Contract auditing
 - Independent worker
 - Highly analytical

EXPERIENCE -

SUNSHINE BANK

Brighton, East Sussex

Auditor

- Collect financial data and analyse trends.
- Assess compliance with financial regulations and controls.
- Test various financial documents and reports for accuracy and compliance.
- Examine wide range of documentation.
- Identify ongoing compliance issues, process weaknesses, and inefficiencies.

PG AUDIT GROUP

London, England

Auditor

- 08/2006 to 04/2009 Completed regulatory, pre-implementation, and risk-based audits to achieve business objectives.
- Systematically reviewed documents and assembled financial statements.
- Planned and executed operational audits of various business areas using risk-based audit methodology.
- Directed and educated juniour team members on auditing techniques and software.
- Documented audit tests and findings.

SMITH & STEVENS AUDITORS

London, England

Auditor

- Monitored new trends and technologies as they applied to audit areas.
- Tested the design and effectiveness of internal controls by completing walk-throughs of complex business processes and analyzing results.
- Diligently tracked remediation plans to confirm proper resolution.
- Verified compliance of company controls with established policies.

EDUCATION

BACHELOR OF SCIENCE: ACCOUNTING London South Bank University, London, England

2004

05/2009 to Current

05/2004 to 07/2006

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