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# Example of Audit Compliance Cover Letter

698 Howe Gardens  
North Lavelleshire, NV 65208

**Dear Frankie Beier,**

In response to your job posting for audit compliance, I am including this letter and my resume for your review.

In the previous role, I was responsible for technical assistance for the auditing processes, standards and quality of the audit work product generated by compliance audit team.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

* Knowledge of ISO 14971 and risk management tools
* Knowledge of statistical methods and quality tools
* Familiarity with Federal and State pipeline codes, regulations and standards and DEO’s Standard Operating Procedures
* Knowledge of the design, construction and operation of transmission, storage and distribution pipeline facilities
* Exceptional verbal and written communication skills, including technical writing
* Experienced using word processing, PowerPoint, spreadsheets and databases
* GIS and other relevant internal data systems
* Excellent knowledge of risks, controls and testing methodology

**Thank you for considering me to become a member of your team.**

Sincerely,

Lennox Kessler