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# Example of Audit Executive Cover Letter

9368 Sharyn Pass  
Pfannerstillfurt, MA 07657-9168

**Dear Oakley Sawayn,**

I am excited to be applying for the position of audit executive. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for project management of staff audits, and project management of any corrective actions or process improvements put into place by the clinical auditing and training 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:

* Exposure and working knowledge of local regulations considered an advantage
* Relevant accountancy qualification
* Real interest in the financial markets
* Comprehensive understanding of financial reporting and business models
* Prior audit experience – internal audit experience beneficial
* Construction/services industry experience
* Maturity to interact effectively with a diverse set of stakeholders
* Diary management on Outlook, production of Audit reports

**Thank you for taking your time to review my application.**

Sincerely,

Onyx Cormier