

Audit Director Cover Letter

6358 Natosha VistaLewishaven, CO 60290-3365

Dear Sam Stamm,

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

Previously, I was responsible for data and analyses that allow the campus and units to further refine its ability to create financial sustainability.

My experience is an excellent fit for the list of requirements in this job:

- Solutions oriented and have excellent analytical skills
- Board Level Acumen, Reports to the Audit Committee
- Positive attitude and willing to take initiative with cross-functional organizations to get things done
- Team player with willingness to tactfully disagree when appropriate
- Executive level writing and communication skills
- Biotechnology or Pharmaceutical industry strongly preferred
- Experience with data analysis, trending and reporting
- Strong proficiency with personal computers and MS Office products to include Intermediate to advanced working knowledge of MS

I really appreciate you taking the time to review my application for the position of audit director.

Sincerely,

Jordan Quitzon