

# Director, Audit Cover Letter

442 Beata Heights West Kellieberg, PA 29233

**Dear Royal Hermiston,**

I would like to submit my application for the director, audit opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for a thoughtful, risk-based technology perspective and help oversee all parts of the internal audit program including, but not limited to, risk assessment, audit plan development, audit plan execution, continuous monitoring, and project reviews.

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

- Knowledge of GAAP, COSO Framework and Sarbanes Oxley (SOX) requirements
- Technologically savvy (preference for proficiency with JD Edwards, Microsoft Access and ACL)
- Solid knowledge of US GAAP, Sarbanes Oxley regulations, COSO framework and PCAOB standards
- Significant knowledge of business processes
- Proficiency in Microsoft Professional Office Applications, including Excel, PowerPoint and Visio
- Knowledge of Information Technology Vendor Risk Management programs and control principles
- Motivated self-starter with successful track record in a fast-paced and/or rapidly changing environment
- Superior communication skills and comfortable making presentations to executives and external regulators

**Thank you for your time and consideration.**

Sincerely,

River Skiles