

JULIA DAVIDYAN, DBA, CPA, CGAP

6/14/2018

City of Delray Beach
100 NW 1st Avenue
Delray Beach, Florida 33444

Dear Human Resources Representative,

Capitalizing on my skills, certifications, and professional experience, I am writing to express my interest in the Internal Auditor position with the City of Delray Beach. I seek this role in pursuit of new opportunities while serving within the local community, given my recent relocation to the Boca Raton area.

I hold a B.S., an M.S., and a Doctorate in Accounting degrees. I am also a Certified Public Accountant and a Certified Government Auditing Professional. My professional career thus far reflects that I possess both external audit (Big Four Firm) and internal audit in governmental setting (Municipal Pension Fund) experience. In my current role as the Chief Audit Officer of the Illinois Municipal Retirement Fund, I serve in a leadership capacity. I am charged with reporting to the Audit Committee and the Executive Director, and overseeing the operations and budget of my department of seven employees. Additionally, I am responsible for implementing the audit plan (internal operations and employer compliance), including oversight of outsourced information systems internal audit and testing of internal controls. Lastly, working closely with our external auditors, under my guidance, the internal audit department plays an instrumental role during interim and year-end audit processes. My resume with additional details of my key achievements is enclosed for your consideration.

As a highly enthusiastic individual with nearly ten years of auditing experience, I am positive that I have much to contribute to your team. Further, I am confident that my leadership skills, motivation and productive work habits will add immeasurable value to achieving the City of Delray's goals. My focused determination will surpass your expectations.

I am looking forward to speaking with you regarding my background and qualifications in more detail. Please contact me at the number above to arrange a time to speak.

Sincerely,



Julia Davidyan, DBA, CPA, CGAP

