

01144 - Internal Auditor

Contact Information -- Person ID: 7396875

Name: Stuart Grifel

Address:

Email:

Notification Preference: Email

Former Last Name:

Month and Day of Birth:

Personal Information

Driver's License:

Yes, Florida ,

Can you, after employment, submit proof of your legal right to work in the United States?

Yes

What is your highest level of education?

Master's Degree

Preferences

Minimum Compensation:

\$85,000.00 per year

Are you willing to relocate?

Yes

Types of positions you will accept:

Regular

Types of work you will accept:

Full Time

Types of shifts you will accept:

Objective**Education****Graduate School***Suffolk University*

[Unspecified Start] - [Unspecified End]

Boston, Massachusetts

Did you graduate: Yes

College Major/Minor: Business

Units Completed: 48 Semester

Degree Received: Master's

Graduate School*Baruch College, City University of New York*

[Unspecified Start] - [Unspecified End]

New York, New York

Did you graduate: Yes

College Major/Minor: Public Administration

Units Completed: 32 Semester

Degree Received: Master's

College*Arizona State University*

[Unspecified Start] - [Unspecified End]

Tempe, Arizona

Did you graduate: Yes

College Major/Minor:

Units Completed: 60 Semester

Degree Received: Bachelor's

Work Experience**Management Consultant**

12/2016 - Present

Auditor Roles, Inc.

21346 St. Andrews Blvd., Suite 158

Hours worked per week: 40

Monthly Salary: \$12,000.00

of Employees Supervised: 0

Name of Supervisor: Stuart Grifel - Manager

May we contact this employer? Yes

Duties

Conducts compliance, operational, and performance audits for government clients. Also conducts e-learning and on-site performance measurement/performance management training.

Reason for Leaving

Currently employed

Senior Internal Auditor

6/2015 - 11/2016

Cross Country Healthcare
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$6,833.00

of Employees Supervised: 0

Name of Supervisor: Paul Polcyn - Audit Director

May we contact this employer? Yes

Duties

Responsible for the planning and conducting of audits for assigned business units. Also responsible for the Accounting and Finance audit work plan related to Sarbanes-Oxley Section 404.

Reason for Leaving

Better opportunity

Director

11/2014 - 5/2015

Clifton Larson Allen
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$7,000.00

of Employees Supervised: 1

Name of Supervisor: Monica Sanchez - Engagement Director

May we contact this employer? Yes

Duties

Served as Subject Matter Expert for accounting firm's government performance audits. Conducted full-scope performance audits of Hillsborough County Florida's Departments including Departments of Community Improvement, Purchasing, Public Works, Social Services, Aging Services, Children's Services, Budget and Debt Management and the Human Services Group.

Reason for Leaving

Consulting projects completed

Director

7/2012 - 10/2014

Intellect Government Systems, LLC
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$4,166.00

of Employees Supervised: 0

Name of Supervisor: Stuart Grifel - Manager

May we contact this employer? Yes

Duties

Responsible for conducting operational and performance audits for government agencies including a bench marking study for the Delray Beach Florida Community Redevelopment Agency. Also conducted operational reviews of building department, code enforcement, and inspection services.

Reason for Leaving

Better opportunity

Management Consultant

11/2010 - 5/2012

City of Miami Beach
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$6,500.00

of Employees Supervised: 0

Name of Supervisor: Kathie Brooks - Director, Office of Budget & Perf. Imp.

May we contact this employer? Yes

Duties

Performed operational reviews of City departments and managed the City's Performance Measurement/Performance Management System.

Reason for Leaving

Temporary position

Management Consultant

8/2010 - 10/2010

Intellect Government Systems, LLC
[REDACTED]
[REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$11,000.00

of Employees Supervised: 0

Name of Supervisor: Stuart Grifel - Manager

May we contact this employer? Yes

Duties

Responsible for conducting operational and performance audits for government agencies.

Reason for Leaving

Better opportunity

Senior Internal Auditor

1/2007 - 7/2010

Palm Beach County Clerk and Comptrollers Office
[REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$6,916.00

of Employees Supervised: 0

Name of Supervisor: Alan Bray - Audit Manager

May we contact this employer? Yes

Duties

Responsible for conducting operational and compliance audits and investigations of Clerk and Comptroller operations in the areas of purchasing and contracts, assessments and distributions of revenues, pre-audit of County payments, guardianship and propane and natural gas remittances.

Reason for Leaving

Better opportunity

Audit Supervisor

11/2004 - 12/2006

Broward County Office of the County Auditor
[REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$6,916.00

of Employees Supervised: 2

Name of Supervisor: Evan Lukic - County Auditor

May we contact this employer? Yes

Duties

Responsible for supervising and conducting performance and operational audits and reviews of County programs including water/wastewater, fleet maintenance, and the County's performance measurement system.

Reason for Leaving

Better opportunity

Auditor-in-Charge/Consultant

2/1999 - 11/2004

City of Austin Texas Office of the City
Auditor/Corporate Intern [REDACTED]
[REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$4,750.00

of Employees Supervised: 2

Name of Supervisor: Stephen Morgan - Audit Director

May we contact this employer? Yes

Duties

Responsible for supervising and conducting compliance, operational, and performance audits and certifying performance measures of City departments. Conducted a performance audit of the City's safety program resulting in 37 recommendations that were accepted by management and the subsequent

establishment of a Citywide Safety Office.

Reason for Leaving

Better opportunity

Consultant

7/1997 - 2/1999

National Center for Public Performance
111 Washington Street
[REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$52,000.00

of Employees Supervised: 0

Name of Supervisor: Marc Holzer - Director

May we contact this employer? Yes

Duties

Served as Project Manager for an organizational effectiveness study of the New Jersey Department of Health and Senior Services.

Reason for Leaving

Better opportunity

Senior Consultant

7/1995 - 7/1997

KPMG
100 North Tampa Tower
Tampa, Florida [REDACTED]
[REDACTED]

Hours worked per week: 40

Monthly Salary: \$4,583.00

of Employees Supervised: 0

Name of Supervisor: Aaron Estes - Senior Manager

May we contact this employer? Yes

Duties

Performed operational, compliance and performance audits and reviews for public sector clients including Health and Social Services Department, School Districts, Port Authority, Corrections, Finance and Tax Administration, Utilities, Facilities, and Parking and Garage Operations.

Reason for Leaving

Position eliminated

Certificates and Licenses

Type: Certified Internal Auditor

Number: 37661

Issued by: Institute of Internal Auditors

Date Issued: 5 /2002 Date Expires: 12 /2018

Type: Certified Fraud Examiner

Number:

Issued by: Association of Certified Fraud Examiners

Date Issued: 1 /2010 Date Expires: 12 /2019

Type: Certified Government Auditing Professional

Number: 00034

Issued by: Institute of Internal Auditors

Date Issued: 12 /2000 Date Expires: 12 /2018

Type: Certified Inspector General Auditor

Number: 00000045

Issued by: Association of Inspectors' Generals

Date Issued: 2 /2018 Date Expires: 7 /2018

Skills

Office Skills

Typing:

Data Entry:

Additional Information

Professional Associations

Institute of Internal Auditors–Past President and current Board of Governors–Palm Beach County Chapter, Past President - Austin Texas Chapter, Florida Benchmarking Consortium – Board of Directors (2006-2011).

Publications

Co-authored: "Auditor Roles in Government Performance Measurement: A Guide to Exemplary Practices at the Local, State, and Provincial Levels" The Institute of Internal Auditors (2004).

Additional Information

Training

Has presented numerous performance measurement/performance management and productivity related training programs for professional associations and for local, state and federal government and private sector managers and staff. List furnished upon request.

Honors & Awards

Recipient of the 2009 Harry Hatry Distinguished Performance Measurement Practice Award from the American Society for Public Administration. This national award is presented annually to an individual whose teaching, education, training and consultation in performance measurement have made a significant contribution to the practice of public administration.

Technical

Proficient in using Outlook, Word, Excel, PowerPoint, Visio, ACL, and TeamMate audit software.

References

Professional

Sanchez, Monica

Engagement [REDACTED]

Professional

Morgan, Stephen

Former Audit Director [REDACTED]

Professional

Bray, Alan

Audit Manager [REDACTED]

Resume**Text Resume****Attachments****Attachment****File Name****File
Type****Created
By**

Cover letter for Delray Beach.docx	Cover letter for Delray Beach.docx	Cover Letter	Job Seeker
Stu - Revised Resume 03_17_2018.docx	Stu - Revised Resume 03_17_2018.docx	Resume	Job Seeker

Agency-Wide Questions

- 1. Q: The application MUST be completed whether you submit a resume or not. It is important that your application show all the relevant education and experience you possess. Applications may be rejected if incomplete. Resumes alone WILL be rejected. PLEASE NOTE THAT ONCE YOU SUBMIT YOUR APPLICATION, YOU WON'T BE ABLE TO ADD OR CHANGE ANYTHING and you will NOT be able to reapply for the same position.**

A: Acknowledged, I entered all my education and experience information in this application. I understand that my application may be rejected if incomplete. Also, I understand that application needs to be completed whether I submit a resume or not and I understand that resumes alone will be rejected. I checked my application before submitting and I understand that I won't be able to change or add anything once the application is submitted.

- 2. Q: The City of Delray Beach does not discriminate on the basis of race, color, national origin, sex, religion, age or disability, marital status, family status or sexual orientation in employment or the provision of services.**

A: Acknowledged

- 3. Q: May inquiry be made of your present employer?**

A: Yes

- 4. Q: Were you ever dismissed from any public employment for disciplinary reasons? If yes, explain in EXPLANATIONS Field.**

A: No

- 5. Q: EXPLANATIONS: Use this space to explain.**

A:

- 6. Q: If you are NOT a U.S. Citizen, enter Alien Registration# (enter N/A if not applicable)**

A: N/A

- 7. Q: Have you previously been employed by the City of Delray Beach?**

A: No

- 8. Q: Do you have any relatives employed by the City of Delray Beach?**

A: No

- 9. Q: EXPLANATION: If you entered yes on question #8, what is the name of the relative and your relationship. (Please indicate N/A if not applicable)**

A: N/A

- 10. Q: How did you hear about this agency/opportunity?**

A: City's Job Announcement

- 11. Q: If "Other" is selected on question #10, please specify:**

A:

- 12. Q: 1. The information that I have provided on this application is accurate to the best of my**

knowledge and subject to validation by the City of Delray Beach. 2. I authorize the persons, schools, current employers (if approved by me in the Experience section) and other employers named in this application to provide the City of Delray Beach with any relevant information that may be required to arrive at an employment decision. 3. I understand that persons applying for a position which involves contact with children are required to be fingerprinted for the purpose of a background check in accordance with Florida law. 4. In the event that I am accepted for employment with the City of Delray Beach, I agree to sign a notarized statement to uphold the constitution of the United States and the State of Florida.

A: Acknowledged

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- 13. Q:** 5. I understand and agree that: A. Any misrepresentation or omission of a fact in my application may be justification for refusal of, or if employed, termination from the City's employment. B. Although, management makes every effort to accommodate individual preferences business needs may, at times, make the following conditions mandatory: overtime, shift work, a rotating work schedule or a work schedule other than Monday through Friday. I understand and accept these conditions of my continuing employment. C. A medical examination including drug screening will be required by the City, at the City's expense. I understand that any offer of employment will be conditional on successful completion of this medical examination. I agree to sign a release of medical information in connection with this medical examination, and I understand that the results thereof relating to my capacity to perform as a City employee will be communicated to the City. D. In the event of employment, I understand that I am required to abide by all employee's rules and regulations of the City of Delray Beach. E. This application is continuing in nature for twelve (12) months from the date of signature, and I understand and agree that any information contained herein, shall be updated by me to provide all current information or changes in the information contained, herein, whenever such changes occur, until the expiration of the Employment Application twelve (12) months from the date of my signature and date set forth below. Specific attention should be addressed to items including, but not limited to, present address, education completed and degrees received, employment record, currency of any professional registration, licenses or certifications, suspension or revocation of Driver's License, and a conviction having been found guilty of violation of any law, police regulation or ordinance, including minor traffic violations, but excluding parking tickets.

A: Acknowledged

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- 14. Q:** Do you possess a **valid Florida Driver's License**? If yes, please mark the class of your license.

A: Class E: Any non-commercial motor vehicles with Gross Vehicle Weight Rating (GVWR) less than 26,001 pounds, including passenger cars, 15 passenger vans including the driver, trucks or recreational vehicles and two or three wheel motor vehicles 50 cc or less, such as mopeds or small scooters.

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- 15. Q:** What is your highest level of education completed?

A: Master of Business Administration

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- 16. Q:** **Valid e-mail address is necessary to be able to receive notifications from Human Resources department including but not limited to notices to schedule typing test, interview, application received or rejected notices, etc. Most correspondence will be done through e-mail notifications. Please ensure that valid e-mail address shows on your application and that you remember your login information.**

A: Acknowledged. It is my responsibility to provide a valid e-mail address for correspondence and e-mail notifications. I understand that if I don't check my e-mails or forget my login information, I might miss important messages regarding the position I applied for, and/or any tests or pre-requisites that might be required of me, which could result in missing the opportunity to be considered for the position.

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- 17. Q:** Are you claiming Veteran's Preference? If so, you must scan and attach a copy of your DD214 to this application in order to be considered.

A: No

18. Q: VETERANS' PREFERENCE INFORMATION Veterans' Preference ensures that veterans and eligible persons are given consideration at each step of the selection process. However, preference does not guarantee that a veteran or other eligible person will be the candidate selected to fill the position. Completion of the Veterans' Preference section below is made on a voluntary basis and kept confidential in accordance with the Americans with Disabilities Act. Section 295.07, Florida Statutes (F.S.) specifies who is eligible for Veterans' Preference. State of Florida residency is not required for Veterans' Preference. Listed below are Veterans' Preference categories. 1. A veteran with a service-connected disability who is eligible for or receiving compensation, disability retirement, or pension under public laws administered by the U.S. Department of Veterans' Affairs and the Department of Defense. [section 295.07(1)(a), F.S.] 2. The spouse of a veteran who cannot qualify for employment because of a total and permanent service-connected disability, or the spouse of a veteran missing in action, captured, or forcibly detained or interned in line of duty by a foreign government or power. [section 295.07(1)(b), F.S.] 3. A wartime veteran as defined in section 1.01(14), F.S., who has served on active duty for one day or more during a wartime period or who has served in a qualifying campaign or expedition. Active duty for training shall not qualify for eligibility under this paragraph. [section 295.07(1)(c), F.S.] 4. The un-remarried widow or widower of a veteran who died of a service-connected disability. [section 295.07(1)(d), F.S.] 5. The mother, father, legal guardian, or un-remarried widow or widower of a member of the United States Armed Forces who died in the line of duty under combat-related conditions, as verified by the United States Department of Defense. [section 295.07(1)(e), F.S.] 6. A veteran as defined in section 1.01(14), F.S., excluding active duty for training. [section 295.07(1)(f), F.S.] 7. . A current member of any reserve component of the United States Armed Forces or the Florida National Guard. [section 295.07(1)(g), F.S.] If an applicant claiming Veterans' Preference for a vacant position is not selected, he/she may file a complaint with the Florida Department of Veterans' Affairs. A complaint must be filed within 60 calendar days of the applicant receiving notice of the hiring decision made by the employing agency.

A: Acknowledged

19. Q: IF ELIGIBLE, WHICH VETERANS' PREFERENCE CATEGORY ARE YOU CLAIMING?

A: This does not apply to me

20. Q: NOTE: If you are claiming Veterans' Preference you must meet the criteria and substantiate your claim by furnishing a DD 214 (Certificate of Release or Discharge from Active Duty), Veterans' Preference Claim Form and any other required supporting documentation with your application; **otherwise you will not be considered. You must scan and upload the documents as an attachment to your application.** Download Veterans' Preference Forms <http://www.mydelraybeach.com/Veteran's%20preference%20claiming%20form.pdf>

A: Acknowledged

21. Q: VETERANS' PREFERENCE CLAIM I am claiming Veterans' Preference

A: No

22. Q: Please note that you may be required to show proof of required college degree, certifications, licenses, high school diploma or G.E.D., from an accredited institution at the time or prior to an interview.

A: Acknowledged

23. Q: The City of Delray Beach is a Non-Tobacco Workplace. The City will not consider applicants who have used tobacco or nicotine products for a period of at least three months prior to application for employment. The definition of "tobacco or nicotine products" includes but is not limited to, cigarettes, cigars, chewing tobacco, pipes, snuff, e-cigarettes and nicotine patches or gum.
One year for safety positions

A: I acknowledge

24. Q: I understand that as a condition of my employment with the City of Delray Beach that I must currently possess or obtain within 30 days after employment the following Federal Emergency Management Agency (FEMA) Independent Study (IS) course certificates: IS-100 - Introduction

to Incident Command System IS-700 - National Incident Management System - NIMS an Introduction

A: I acknowledge

- 25.** Q: I understand that as a condition of my employment with the City of Delray Beach that I MAY be called to work before, during or after an incident to support the City during a declared emergency. When called to work it may be assigned to other departments, tasks or responsibilities outside my normal permanent position. This flexibility is necessary for the general welfare and operation of the City during a designated emergency.

A: I acknowledge

Supplemental Questions

- 1.** Q: The City will not consider applicants who have used tobacco products for a period of at least three months prior to application for employment. The definition of "tobacco products" shall include, but is not limited to, cigarettes, e-cigarettes, cigars, chewing tobacco, pipes and snuff. Have you used any tobacco products for a period of at least three months prior to your application for employment?

A: No

- 2.** Q: Do you possess a Bachelor's Degree in accounting or related field supplemented by a CPA or CIA Certification?

A: Yes

- 3.** Q: How many years of verifiable experience do you have as an internal or external auditor of government accounting systems?

A: Ten years or more

- 4.** Q: Please describe your professional experience (task, duties, responsibilities, etc) as an internal or external auditor of government accounting systems?

A: I have extensive experience auditing governmental financial transactions through my work in conducting and supervising impactful compliance, performance, operational, and financial audits for local and state governments and the private sector. These organizations have included, but are not limited to, the Clerk and Comptroller of Palm Beach County, City of Austin Texas, Broward County Florida and Cross Country Healthcare. I have also conducted compliance audits of many governments through my work with the accounting firms of Clifton Larson Allen and KPMG. For example, I audited the City of Austin's towing contract and vehicle rental sales tax remittance. The purpose of these compliance audits was to determine the accuracy of remittance to the City of local sales tax payments. For the Clerk and Comptroller's Office of Palm Beach County I conducted internal control and compliance audits in the areas of purchasing and contracts, assessments and distributions of revenues, pre-audit of County payments and propane and natural gas remittances. I also conducted a Supervisor of Elections review focused on vendor payments, controls over customer receipts, purchasing procedures and related controls, adherence to contracting and purchasing policies and the use of unexpended funds.

I have been responsible for conducting all phases of an audit including departmental risk assessment, planning, collecting and analyzing documentation, conducting audit tests of data, evaluating internal control designs of key processes, preparing the final report with findings and recommendations for management review and following-up of audit recommendations.

- 5.** Q: Are you claiming Veterans preference in employment? If so, the claim form and other required documents must be attached to this application before you submit it; otherwise your claim will not be considered.

A: No