

STUART S. GRIFEL, CIA, CGAP, [REDACTED]

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May 23, 2018

I am interested in the position of Internal Auditor for the City of Delray Beach, Florida. I have extensive experience working as an internal audit supervisor and senior auditor in local government organizations conducting impactful performance, operational, financial, and compliance audits in accordance with Generally Accepted Auditing Standards. These efforts, conducted for many local governments, have led to significant improvements in internal controls as well as improvements in accounting and financial management practices.

I have been responsible for conducting all phases of an audit including a risk assessment of departmental operations, planning, collecting and analyzing documentation, conducting audit tests, evaluating internal control designs, preparing the final report with findings and recommendations, presenting results to department management and elected officials and audit recommendation follow-up.

Thank you for your consideration and I look forward to hearing from you.

Sincerely,

Stuart Grifel