
State Auditor Resume

Job Objective

Inspiring State Auditor seeking employment with challenging organization in which to enhance my experience in the field and to help company meet long-term goals.

Summary of Qualifications:

- Comprehensive knowledge and experience of accounting principles and public auditing practices
 - Good knowledge of the state administrations and the government's financial policies
 - Ability to utilize all major accounting software and standard office equipment
 - Sound aptitude for mathematics and the ability to analyze and compare facts and figures
 - Well organized and the ability to meet deadlines
 - Good computer and interpersonal skills
 - Good written and oral communication skills
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Work Experience:

State Auditor, August 2005 – Present
Department of Education, Aurora, IN

- Verified state's financial records and audited public funds.
- Studied and analyzed the state's accounting methods.
- Managed the state's involvement with banks, creditors and other government agencies.
- Provided effective solutions to the government to cut costs and updated it with its financial situation and position.
- Promoted the state's financial accountability and fiscal integrity.
- Ensured to stay open with finances and budget of the state.

State Auditor, May 2000 – July 2005
Sodexo, Aurora, IN

- Managed to create methods for effective and efficient use of public funds based on audit reports in coordination with the government and public.
 - Performed auditing for state agencies, boards, commissions and court systems.
 - Performed an average of about 20 audits on local governments throughout a year.
 - Executed both performance and financial audits including reviews on management practices.
 - Assisted the government in accounting procedures and examined bonds issued by public representatives.
 - Ensured to maintain conformity with existing law, procedures and practices.
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Education:

Bachelor's Degree in Law, Edward Waters College, Jacksonville, FL

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