

Professional Experience

IT Internal Auditor

Jack Henderson and Associates, Inc., Remote | July 2018 – Present

- Performing quantitative and qualitative analysis in the office and remotely using data analytics
- Consulting on and monitoring process improvement activities to ensure compliance
- Coordinating tasks with internal and external risk assessors and assurance providers
- Achieved \$150,000 cost savings by recommending amendments to two vendor contracts

Junior IT Internal Auditor

Dailey and Associates LLC, Boston, MA | August 2013 – June 2018

- Detected finance, accounting and auditing issues and communicated findings to executives
- Performed and streamlined analytical procedures, slashing accounting and finance labor-hours by 20% in 2015
- Completed audit and consulting procedures with financial systems including Concur, Blackline, MS-Access, NetSuite, Salesforce and Zuora
- Reduced internal costs by over \$25,000 per year in 2019 and 2020

Education

Bachelor's Degree in Business - Information Systems Audit and Control (ISAC)

University of Massachusetts Lowell, Lowell, MA
September 2009 – May 2013

Credentials

- Certified Information System Auditor (CISA)
- The Institute of Internal Auditors North America (IIA-NA)

Elisabeth Doucette

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Analytical, certified IT Internal Auditor with over 7 years' experience in pinpointing risks and developing cost reduction strategies. Persuasive leader capable of interacting effectively across an organization to gather information and test processes. Adept at planning, problem-solving and preparing clear, concise reports on observations, recommendations, risks and management action plans.

Key Skills

- Collaboration with interactive project teams
- Audit reporting & data analytics
- Experience with NIST Guidance
- Risk management & mitigation
- Oral and written communications skills