



Jordan Williamson

Entry Level Internal Auditor

Contact

-  **Address**
1234 Elm St, Springfield, IL 62701
-  **Phone**
(217) 555-1234
-  **Email**
jordan.williamson@example.com
-  **LinkedIn**
linkedin.com/in/jordanwilliamson
-  **Website**
jordanwilliamson.com

JULY 28, 2026

Hiring Manager
Innovative Audit Solutions
Chicago, IL

Dear Hiring Manager,

I am thrilled to express my interest in the Entry Level Internal Auditor position at Innovative Audit Solutions, as this role harmoniously aligns with my burgeoning expertise and fervent enthusiasm for internal auditing and data analytics, complementing my experience cultivated through rigorous academic pursuits and engaging internships.

The company's commitment to fostering a vibrant culture of collaboration and continuous improvement resonates with my personal values. One experience stands out vividly; during my university project in January 2026, I collaborated on a mock internal audit, weaving together detailed process flows and concise testing results, which sparked a genuine passion for upholding high standards of accuracy and clarity.

As I navigated audit documentation, I realized my knack for distilling intricate processes into easily digestible formats, which fuels my desire to drive clarity within your team. I could share numerous moments of excitement, but one particular project showcased my ability to fully utilize Excel and Power BI, transforming raw data into actionable insights that informed our audit conclusions.

Perhaps my most significant struggle arose during my Audit Procedures Capstone. Leading a team proved challenging, yet together we crafted an internal audit plan through countless iterations. We conducted thorough walkthroughs, enhancing our teamwork abilities and deepening our understanding of complex audit methodologies, especially amidst skeptics. This arduous process ultimately solidified my resolve to excel in dynamic settings.

I am eager to contribute to Innovative Audit Solutions by leveraging my growing skills in artificial intelligence tools and analytics software, all while fostering collaboration within a team-centric environment. This opportunity represents a pivotal moment in my career journey, forging connections that drive mutual achievements and success.

Thank you for considering my application.

Sincerely,

Jordan Williams

Jordan Williamson