

Madeline Mora

Program Auditor I, Health Coverage Compliance

📞 (662) 555-2741

✉️ madeline.mora@example.com

🌐 linkedin.com/example/madelinemora

📍 Oxford, MS 38655

STRENGTHS

- 🔍 **Evidence based review**
A record review project separated facts from assumptions, giving faculty reviewers a clear basis for follow up.
- ♥️ **Clear documentation**
Concise workpapers connected criteria, procedures, evidence, and conclusions, making review easier for another reader.
- 🔍 **Careful investigation**
Conflicting dates prompted source checks and escalation rather than guesses, preserving objectivity throughout testing.
- 📅 **Regulatory research**
Federal references became practical testing criteria during case studies, with source notes supporting each conclusion.
- 👥 **Organized collaboration**
Weekly research meetings turned open questions into assigned follow up, and supervisors gained confidence in file structure.

SKILLS

Program Auditing Desk Review

Field Audit Preparation

Audit Workpapers Investigation

Research Compliance Testing

Internal Controls

Evidence Evaluation

HCBS Concepts CFR Research

ACA Research State Plan Analysis

Microsoft Excel

Professional Writing

SUMMARY

Early career accounting professional with supervised research experience supporting desk reviews, field audit preparation, investigation, compliance testing, and evidence based documentation. Academic work covered healthcare reimbursement, publicly funded health services, **Home and Community Based Services** waiver concepts, internal controls, federal requirements, State Plan analysis, and documentation quality. Reviewed 85 de identified healthcare **program records**, tested evidence against defined criteria, traced transactions and eligibility materials, and recorded exceptions in organized workpapers. Research used **Code of Federal Regulations** and **Affordable Care Act** references, with clear separation between governing language, factual observations, and analytical conclusions. Excel schedules, structured files, and concise memoranda supported repeatable review. Prepared for supervised audit work through careful research, objective fact finding, confidentiality awareness, professional writing, and disciplined organization in regulated public health coverage programs.

EDUCATION

Bachelor's Degree in Accountancy

University of Mississippi 🎓 GPA: 0 📅 2026 📍 Oxford, Mississippi

Coursework: Auditing, Assurance, Accounting Information Systems, Federal Taxation

TECHNICAL SKILLS

- **Audit Methods:** Desk reviews, field audits, audit planning
- **Documentation:** Audit workpapers, findings memoranda, source notes
- **Compliance Research:** Code of Federal Regulations, Affordable Care Act, State Plan
- **Health Coverage Programs:** Home and Community Based Services, waiver programs, public health coverage
- **Evidence Review:** Record testing, evidence evaluation, exception tracking
- **Accounting Analysis:** Transaction tracing, balance reconciliation, substantive testing
- **Internal Controls:** Control walkthroughs, control criteria, documentation controls
- **Microsoft Excel:** Excel schedules, linked workpapers, spreadsheet review
- **Research Practice:** Fact finding, regulatory research, source comparison
- **Professional Writing:** Audit summaries, factual notes, analytical memoranda

EXPERIENCE

Student Audit Research Assistant

University Research Lab 📅 January 2026 - September 2026 📍 Oxford, Mississippi

Supported supervised healthcare program research through record review, compliance testing, regulatory research, workpaper preparation, and factual documentation. Maintained organized evidence for faculty review while escalating unresolved questions without extending conclusions beyond available support.

- Reviewed 85 healthcare records against criteria, recording documentation exceptions in standardized workpapers.
- Researched federal coverage requirements, separating governing language from conclusions in source notes.
- Built **Excel** schedules linking case files, eligibility records, services, and review criteria.
- Investigated conflicting dates and missing support, routing unresolved questions to **research** leadership.
- Prepared audit summaries covering scope, **evidence**, procedures, and supported findings for review.
- Maintained de identified **workpapers** under **confidentiality** protocols, supporting reproducible testing by reviewers.

Student Program Audit Analyst

Capstone Project 📅 August 2025 - December 2025 📍 Oxford, Mississippi

LANGUAGES



MY CAREER



- Student Audit Research Assistant at University Research Lab (8 Months)
- Student Program Audit Analyst at Capstone Project (4 Months)
- Accounting Audit Case Analyst at Course Project (4 Months)

- Led a supervised capstone review of a simulated **publicly funded** health services program. Developed testing plans, assessed waiver concepts, compared criteria with evidence, and presented supported findings with clear limitations to a faculty panel.
- Designed audit plans defining objectives, evidence needs, desk review procedures, and fieldwork questions.
 - Tested 60 case records against program rules, cross referencing exceptions with source evidence.
 - Mapped **Home and Community Based Services** concepts to controls, identifying unsupported **compliance** documentation.
 - Compared federal references with a model **State Plan** excerpt, documenting criterion specific testing.
 - Drafted workpapers and findings memoranda separating observations, criteria, and follow up questions.
 - Presented **audit methods** and findings, answering questions about sampling, evidence, confidentiality, and limitations.

Accounting Audit Case Analyst

Course Project 📅 January 2025 - May 2025 📍 Oxford, Mississippi

Completed supervised audit simulations involving planning, internal control walkthroughs, substantive testing, compliance research, interviews, and professional documentation for a regulated funding case organization.

- Completed audit planning and control walkthroughs for a regulated funding case **organization**.
- Examined 12 months of transactions, reconciling balances and flagging unsupported items.
- Created Excel workpapers linking objectives, procedures, evidence, and conclusions for repeatable review.
- Conducted scripted interviews, recording factual notes and comparing statements with documentary evidence.
- Researched compliance questions, citing authoritative course sources in written analyses.
- Presented supported findings and audit limitations using objective language during team review.

PROJECTS

Public Health Coverage Audit Simulation 📅 December 2025

Built a simulated audit approach for publicly funded health services, combining waiver concepts, State Plan criteria, federal references, evidence testing, workpapers, and a final findings memorandum.

Healthcare Documentation Review Study 📅 September 2026

Reviewed de identified healthcare program records through structured testing, Excel evidence schedules, regulatory source notes, exception tracking, and supervised discussion of unresolved questions.

LEADERSHIP & AWARDS

- Dean's List recognition received in 2025 and 2026 for sustained academic performance.
- Accounting Faculty Capstone Recognition received in 2026 for clear, well supported audit analysis.
- Academic Merit Scholarship received from 2024 through 2026 for academic achievement.

CERTIFICATIONS

- Microsoft Excel Associate 📅 2026
- Foundations of Auditing and Assurance 📅 2025

PROFESSIONAL AFFILIATIONS

- Peer Tutor, Introductory Accounting, University of Mississippi, 2025 to 2026.
- Student Volunteer, Campus Financial Literacy Program, 2025 to 2026.
- Research Presentation Participant, Undergraduate Research Forum, 2026.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST