

Jeffrey D. Layfield
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Objective: Experienced auditor seeking a challenging career opportunity to be an effective partner in helping an organization manage risk and improve processes.

Education:	Kennesaw State University	Marietta, GA
	Masters in Accounting	Class of 2014
	Bachelor of Science, Business Administration	Class of 2011

Experience:	Global Payments Inc.	Sandy Springs, GA
	<i>Internal Auditor, Finance and Accounting</i>	July 2017 to November 2018
	<ul style="list-style-type: none">• Performed annual Sarbanes Oxley (SOX) testing for accounting, finance and tax processes and controls• Participated in risk audit projects and tested key controls, including ASC 606 Implementation and Independent Service Organization audits• Coordinated with management to conduct and document walkthroughs to confirm understanding of key controls• Prepared testing work papers and supporting documentation to evaluate effectiveness of key controls• Assisted the IT audit team with the testing of information technology general controls• Partnered with management on remediation of key controls• Became a process expert in our Tax and Sales Compensation business	

Aprio, LLP	Sandy Springs, GA
<i>Audit Associate</i>	August 2015 to September 2016
<ul style="list-style-type: none">• Performed compliance audits for title insurance companies based on the American Land Title Association's Best Practices• Contributed strong attention to detail to audit documentation provided by clients• Thorough communicator to team leader to request documentation and explanation from clients about their title company practice• Enthusiastic team player in department to help others understand and interpret ALTA's Best Practices and title insurance company policies & procedures• Willing to assist other departments if needing help such as the Valuation Department and Tax Department	

Barganier and Associates, LLC.	Dunwoody, GA
<i>Intern - Compliance Associate</i>	September 2014 to April 2015
<ul style="list-style-type: none">• Ensured clients' annual filings of unclaimed property are completed in a timely and accurate manner in accordance with state and federal regulations.• Contributed to strong attention to detail when preparing reports for our client per state.	

Technical Skills: Microsoft Office Suite Mac OS X, Microsoft Dynamics, and Google G-Suite