**Name**

**Address**

**Phone**

**Email**

**Core Competencies:**

* Exceptional ability to distill large amounts of information into important elements and present results clearly, concisely, and accurately.
* In-depth knowledge of financial fraud schemes and the techniques used to discover them.
* Outstanding analytical and research skills.
* Proven ability to read, comprehend and analyze legal and financial documents.
* Work performed with objectivity, professional skepticism, inquisitiveness and discretion.

**Certifications:**

Certified Fraud Examiner (CFE), Association of Certified Fraud Examiners, 2012

Certified Government Financial Manager (CGFM), Association of Government Accountants, 2008

**Professional Experience:**

**LLC April 2013 to February 2014**

*Manager*

* Provided litigation support services by scrutinizing financial records for compliance with legal documents. Discovered damages in excess of $3 million.
* Acted as a team member in analyzing the financial position of companies in various industries.
* Developed several fraud training courses for presentation at professional conferences.

**Department of the Auditor General October 2003 to February 2013**

*Regional Special Investigator-in-Charge*

* Supervised four investigators who collectively conducted approximately 50 investigations annually. Responsibilities included: providing investigative direction, ensuring that conclusions were supported by sufficient relevant evidence, editing written investigative reports, and liaising with law enforcement and prosecutors. Fraud schemes investigated included:
  + Cash larceny and skimming,
  + Asset misappropriation, and
  + Embezzlement.
* Actively participated in complex investigations by analyzing copious amounts of data. The analytical results identified, in part:
  + Falsified information on a loan application discovered via payroll record review. Resulted in a guilty plea.
  + Forgery on a lien satisfaction document discovered by observation. Resulted in a guilty plea.
  + An embezzlement of $1.38 million via false invoices submitted from a shell company discovered through record review. Matter still pending.
* Prepared for law enforcement and prosecutors packages detailing possible legal violations, and containing the evidence supporting such conclusions.

**Department of the Auditor General** **April 1996 to October 2003**

*Special Investigator III*

* Conducted investigations of fraud, waste and abuse of Commonwealth funds by analyzing documents, interviewing, reconstructing accounting records, drawing conclusions based on facts obtained, documenting results in a written report and presenting information to law enforcement. These investigations identified, in part:
  + Failure to make proper disposition of $160,578. Resulted in company being disbarred from state and federal funds for three years.
  + Inflated or non-existent hours submitted to obtain overtime of $20,688. Resolution unknown.
  + Fraudulent financial statements caused by overstatement of assets by $5 million. Not prosecuted due to death of primary witness and bankruptcy of the company.
* Conducted performance audits in accordance with Generally Accepted Government Auditing Standards (GAGAS), developed audit programs, evaluated adequacy and effectiveness of management controls, recommended corrective measures, maintained a detailed record of evidence obtained, and documented results in a written report.
* Conducted internal investigations including theft of time, overstatement of expenses and sexual harassment allegations.
* Worked independently, serving as a team member on larger projects.

**Department of the Auditor General** **August 1988 to** **April 1996**

*Auditor (progressed from entry level to audit manager)*

**Education:**

Bachelors of Science, Mathematics College, PA, 1988

Harrisburg Area Community College, Harrisburg PA, - 16 accounting credits

Continuing Professional Education credits are required by GAGAS.

**Professional Associations:**

Association of Certified Fraud Examiners (ACFE)

Association of Government Accountants (AGA)

Central Pennsylvania Chapter of the ACFE

Central Pennsylvania Chapter of the AGA (Member, Board of Directors, Chair of the CGFM Committee)

Harrisburg Symphony Society (Member, past Chair of the House Operations Committee, Showhouse and Gardens Fundraising Event)