**CAI Contact**

Patricia Bowler

Phone:

Email ID:

**<Candidate Name>**

### Skills

Please use this table to list the skills noted in the **Required/Desired** section of the requirement. In addition, please respond with the years of experience for each skill **and** the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill | Required | years req | Years Used | Last Used |
| Demonstrated knowledge or experience in IT Audit response and Audit Finding Reporting | Required | 5 |  |  |
| Demonstrated knowledge in IT Change Management processes | Required | 5 |  |  |
| Experience with drafting business or executive-centered briefs, presentations, and reports | Required | 5 |  |  |
| Knowledge in SharePoint Online repository management | Required | 3 |  |  |
| Ability to balance time and effort across multiple projects while supporting emergent needs with strong organizational and detail-oriented skills | Required | 5 |  |  |
| Experience with Commonwealth of Virginia | Highly desired | 2 |  |  |