



JACKSON TURNER

Regulatory Compliance Specialist

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🌐 www.qwikresume.com

💡 SKILLS

Audit Preparation



Documentation Skills



Cross-functional Teams



Quality Assurance



Standard Operating Procedures



📌 INTERESTS

- ★ Surfing
- 🌐 Martial Arts
- 👤 Community Service
- 👥 Blogging

👊 STRENGTHS

- ⌚ Patience
- 🏔️ Perseverance
- 📅 Planning
- ⚙️ Positivity

🗣️ LANGUAGES



🏆 ACHIEVEMENTS

- ★ Successfully led compliance audits that resulted in a 20% reduction in regulatory violations over two years.
- ★ Developed and implemented a comprehensive training program for staff, enhancing compliance knowledge and reducing errors by 30%.

👤 PROFESSIONAL SUMMARY

Compliance specialist with five years of experience in regulatory environments, adept at ensuring adherence to complex regulations. Demonstrated success in performing audits, assessing compliance risks, and implementing training programs. Passionate about driving compliance excellence and fostering a culture of integrity within organizations.

💻 WORK EXPERIENCE

Regulatory Compliance Specialist

📅 Apr / 2022-Ongoing

WidgetWorks Inc.

📍 Denver, CO

1. Collaborate with cross-functional teams to address compliance concerns and improve processes.
2. Conduct risk assessments to identify potential compliance vulnerabilities.
3. Maintain up-to-date knowledge of industry regulations and compliance trends.
4. Assist in the development of compliance monitoring tools and metrics.
5. Investigate compliance violations and recommend corrective actions.
6. Serve as a point of contact for regulatory agencies during inspections and audits.
7. Draft and review compliance-related documentation, including policies and procedures.

Regulatory Compliance Specialist

📅 Apr / 2020-Apr / 2022

Cactus Creek Solutions

📍 Phoenix, AZ

1. Complied with federal, state, and company policies, procedures, and regulations.
2. Reviewed all user access, which includes highly sensitive systems and materials.
3. Reconciled and reported discrepancies found in records.
4. Communicated with internal and external customers in a direct, honest, and ethical manner while effectively balancing the task and relationship.
5. Led annual training and development classes to set expectations for all employees.
6. Conducted daily audits to ensure proper procedures and requirements are met.

🎓 EDUCATION

Bachelor of Science in Regulatory Affairs

📅 Apr / 2018 - Apr / 2020

University of Compliance Studies

📍 Seattle, WA

Focused on regulatory compliance frameworks and risk management strategies.