

# SONJA HOWE

## Senior Internal Auditor & Management Consultant

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## Professional Profile

Experienced Internal Auditor and Management Consultant with a strong public-sector and nonprofit background, delivering compliance, performance, and value-for-money audits across complex organizations. Proven expertise in risk assessment, audit planning, internal controls, and governance, with experience leading audit engagements, supervising staff, and supporting executive leadership and audit committees. Brings over 16 years of experience contributing to transparency, accountability, and operational improvement.

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## Core Skills

- Internal audit (compliance, performance, and operational)
  - Risk assessment and risk-based audit planning
  - Internal controls and governance
  - Audit execution, reporting, and follow-up
  - Policy development and review
  - Process improvement and operational analysis
  - Stakeholder engagement and management reporting
  - Staff supervision and mentoring
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## Professional Experience

### Senior Consultant

Baker Tilly US, Pasadena, California (Remote)

2025

- Served as senior-level auditor and audit lead for compliance, management, and performance audits for public-sector and quasi-public entities across the United States.
- Led and managed multiple concurrent audit engagements, ensuring adherence to approved audit plans, timelines, and professional standards.

- Supervised, delegated to, and reviewed the work of junior staff, providing guidance on audit methodology, documentation, and reporting quality.
- Conducted performance, compliance, and management audits, as well as operational assessments, strategic planning engagements, and policy and procedure reviews.
- Worked with cities, counties, universities, and tribal governments to support regulatory compliance, internal controls, and service delivery effectiveness.

### **Internal Auditor III**

City of Los Angeles – Harbor Department, San Pedro, California  
2023 – 2025

- Supported the Audit Director in developing and delivering the annual audit plan, from preliminary research through fieldwork, reporting, and Audit Committee presentations.
- Oversaw a pool of seven audit firms, including contract administration, review of deliverables, and invoice management.
- Acted as liaison between Port management and external auditors, monitoring implementation of agreed management actions.
- Led an initiative to close out audit recommendations, reducing outstanding corrective action items from over 120 to seven over a two-year period.
- Provided oversight and mentoring to a professional student worker.

### **Chief Internal Auditor**

Charles R. Drew University of Medicine and Science, Los Angeles, California  
2018 – 2022

- Established and managed the University's internal audit function, including development of the audit charter, internal policies, and procedures.
- Conducted annual institution-wide risk assessments and developed risk-based audit plans, completing approximately three compliance and performance reviews annually, in addition to requested internal investigations.
- Coordinated external audits and monitored campus response to audit findings, including completion of corrective action plans for external grant reviews and audits.
- Provided assurance and advisory support to senior management, as requested.

### **University Internal Auditor**

California State University Channel Islands, Camarillo, California  
2016 – 2018

- Created and implemented the internal audit function for the youngest campus in the CSU system, ensuring compliance with systemwide policies and executive actions within one year.
- Delivered annual risk assessments and audit plans aligned to institutional priorities.

- Provided advisory support on emerging programs, policies, and procedures across Academic Affairs, Development and Fundraising, and Student Services.
- Represented the University in systemwide audit forums and maintained relationships with system-level and state-level auditors.

### **Management Analyst**

Town of Manchester, Manchester, Connecticut  
2014 – 2016

- Prepared and managed annual operating and capital budgets totaling \$222M.
- Produced the annual Performance Measures Report, including performance metrics for the city's 26 departments and divisions.
- Oversaw Parks & Recreation and Planning Department initiatives resulting in capital improvements and infrastructure modernization.

### **Senior Internal Controls Auditor**

City and County of Denver, Denver, Colorado  
2013 – 2014

- Delivered three cross-departmental compliance audits from scoping through reporting, identifying high-risk areas for fraud prevention.
- Performed program risk assessments, procedural analysis, and developed recommendations to improve productivity and customer satisfaction.
- Created a data-tracking mechanism enabling senior leadership to identify and address internal control issues consistently across divisions.

### **Senior Internal Auditor**

City of Aurora, Aurora, Colorado  
2012 – 2013

- Led end-to-end compliance and financial audits covering governance, risk, and operational effectiveness.
- Conducted in-depth policy and process reviews and drafted formal audit reports.

### **Principal Auditor**

City of San Diego, San Diego, California  
2009 – 2012

- Managed high-profile audits with direct relevance to senior leadership and elected officials, with a focus on water and wastewater contracts and rates.
- Led audit risk assessments, design, fieldwork, and reporting for performance and compliance audits across city programs.
- Identified \$1.2M in uncollected revenue due to vendor miscoding of parking tickets.

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## Professional Certifications

- Certified Internal Controls Auditor, Institute for Internal Controls
- Certified Six Sigma Green Belt, County of Ventura (Lean Program)
- Copyediting Certificate (in progress), University of California San Diego – expected January 2027

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## Education

### **Certificate in Copyediting**

University of California, San Diego, USA  
January 2026 – March 2027

### **Master of Public Policy**

Pepperdine University, Malibu, USA  
2004 – 2006  
Specializations: Economics; State and Regional Policy

### **Bachelor of Arts – Film and Video**

Pennsylvania State University, University Park, USA  
1999 – 2003