



For: JR103629 Inspector General

Phone Number [REDACTED] (Mobile)

Email [REDACTED]

Inspector general cover letter.docxResume. Morais. 2026.docx

Phone Number [REDACTED] (Mobile)

Phone Composite Header Grouping Icon Phone

Email [REDACTED]

Email Composite Header Grouping Icon Email

Location [REDACTED], RI [REDACTED] United States of America

Location Header Grouping Icon Location

Jobs Applied to 1

Documents with Check Header Grouping Icon Documents with Check

Attachments

Attachments

Resume / Cover Letter

Attachment	
Resume. Morais. 2026.docx	
Inspector general cover letter.docx	

Other Documents

Attachment	Category	

Candidate

Job Application Details Card

Job Application Details

Job Requisition JR103629 Inspector General (Open)
Location Providence
Date Applied 08/18/2026 09:53:57 PM
Source Sources -> Apply.RI.Gov Career Website

Thomas A Verdi
Hiring Manager



Colleen Halloran-Villandr
Recruiter

In Progress

	Step	Awaiting Me	Awaiting
Screen: EDLA MORAIIS - JR103629 Inspector General (C112363)	Referred	Screen Candidate	1

Active Job Applications

Active Job Applications (1)

Job Application for Active Job Applications

Task EDLA MORAIIS - JR103629 Inspector General (C112363)
Stage Label Referred
Location: Providence | Date Applied: 08/18/2026

Education

Education

Rhode Island College
BS
Business Administration/Management
From 2015
To 2017

Community College of Rhode Island
Associate Degree
Business Administration/Management
From 2012
To 2015

Work History

Work History

Current Job 9 years
Total Jobs 2
Total Experience 12 years

Experience

Picerne Real Estate Group
Property Manager
June 2017 - Current (9 years, 3 months)



East Providence

Direct daily operations for three residential communities totaling more than 450 apartment homes.

Interpret and apply federal, state, and local laws, regulations, policies, and procedures while ensuring compliance with HUD, LIHTC, Section 8, Fair Housing, and organizational requirements.

Develop, administer, and monitor operating budgets, analyze financial reports, approve expenditures, and identify cost-saving opportunities.

Lead procurement activities by developing bid specifications, evaluating proposals, negotiating contracts, and overseeing vendor and contractor performance.

Build productive relationships with government agencies, municipalities, contractors, attorneys, vendors, and community partners.

Prepare executive reports, operational analyses, compliance documentation, and business recommendations for leadership.

Lead recruitment, interviewing, hiring, onboarding, coaching, performance evaluations, corrective action, and employee development.

Provide exceptional customer service by resolving complex resident concerns, explaining program requirements, coaching residents, and connecting them with appropriate resources.

Implement operational improvements that strengthen compliance, increase efficiency, and improve service delivery.

Successfully adapt to new laws, regulations, policies, and organizational initiatives while ensuring timely implementation.

Dunkin Donuts

Shift Supervisor

January 2014 - June 2017 (3 years, 6 months)

Cumberland, RI

Supervised daily operations in a high-volume environment.

Coached employees, maintained customer service standards, and ensured policy compliance.

Managed scheduling, inventory, cash reconciliation, and daily operational procedures.

Credentials

Languages

English

Fluent

Comprehension - 5 - Fluent

Overall - 5 - Fluent

Reading - 5 - Fluent

Speaking - 5 - Fluent

Writing - 5 - Fluent

Portuguese

Fluent

Comprehension - 5 - Fluent

Overall - 5 - Fluent

Reading - 5 - Fluent

Speaking - 5 - Fluent

Writing - 5 - Fluent

Websites

none entered



Skills

none entered

Edla Morais

[REDACTED]
[REDACTED], RI [REDACTED]
[REDACTED]
[REDACTED]

August 18, 2026

To Whom It May Concern
Office of the Inspector General
State of Rhode Island

Re: Inspector General – JR103629

Dear Hiring Committee,

Public trust depends on accountability, transparency, and the responsible use of public resources. The opportunity to help establish Rhode Island's newly created Office of the Inspector General is especially meaningful to me because it requires a leader who can bring together compliance, operational oversight, financial accountability, investigative judgment, and a strong commitment to integrity. My professional background has prepared me to approach that responsibility with diligence, objectivity, discretion, and a results-oriented mindset.

In my current management role, I oversee complex, highly regulated residential operations where decisions have direct financial, operational, and compliance consequences. I am responsible for reviewing records and financial information, monitoring budgets and expenditures, overseeing vendors and contractors, ensuring adherence to federal and state requirements, addressing deficiencies, documenting findings, and implementing corrective measures. This work has required me to recognize potential issues, evaluate available information, determine appropriate action, and ensure that resolutions are properly carried through.

My experience in regulated environments has also strengthened my ability to interpret laws, regulations, policies, and procedures and translate them into practical operational requirements. I work extensively with HUD, Section 8, LIHTC, Fair Housing, and other regulatory standards. I have experience conducting compliance reviews, responding to findings, investigating complaints, identifying discrepancies, maintaining supporting documentation, and working with stakeholders to resolve problems while preventing recurrence.

I have developed a particularly strong ability to handle sensitive and potentially contentious matters professionally. Investigating complaints and resolving disputes requires more than simply identifying a problem; it requires gathering facts, reviewing documentation, listening to the individuals involved, distinguishing facts from assumptions, applying the appropriate requirements, and reaching a fair and defensible resolution. I understand the importance of

confidentiality, impartiality, thorough documentation, and sound judgment when dealing with allegations or concerns.

Financial stewardship is another area where I can contribute. My responsibilities include budgeting, financial reporting, expense monitoring, accounts receivable and collections, vendor oversight, financial analysis, and evaluating operational performance. I understand how weak controls, inadequate documentation, poor oversight, or noncompliance can create financial and operational risk. I have consistently worked to strengthen accountability, identify problems early, and ensure that resources are managed responsibly.

The newly established Office of the Inspector General will have the unique responsibility of building its organizational framework while carrying out a critical statewide mission. I would bring a practical understanding of what it takes to establish procedures, maintain reliable documentation, evaluate processes, communicate expectations, supervise personnel, coordinate across departments, and turn findings into meaningful corrective action. I am comfortable working in environments where policies and procedures must be interpreted, improved, documented, and consistently applied.

Most importantly, I bring a strong sense of responsibility and professional integrity. I understand that an Inspector General must be willing to ask difficult questions, examine information objectively, identify weaknesses, communicate findings clearly, and recommend corrective action even when doing so is challenging. My career has required me to make difficult decisions, enforce requirements, address noncompliance, manage competing interests, and remain focused on organizational standards and accountability.

I would be honored to bring my experience in compliance, investigations, financial oversight, operations, policy implementation, and organizational management to the State of Rhode Island. I am confident that my ability to analyze information, identify risks, manage complex issues, communicate effectively, and drive corrective action would allow me to make a meaningful contribution to the development and mission of the Office of the Inspector General.

Thank you for your consideration. I welcome the opportunity to discuss my qualifications and how my experience and commitment to accountability can support the State of Rhode Island and the important work of its new Office of the Inspector General.

Sincerely,

Edla Morais

EDLA MORAIS

██████████, RI ██████████

PROFESSIONAL SUMMARY

Results-driven Program, Operations, and Compliance Management professional with 9 years of experience leading complex operations, administering public housing programs, managing budgets, contracts, procurement, vendor relationships, and cross-functional teams in highly regulated environments. Extensive experience interpreting and applying federal, state, and local laws, regulations, policies, and procedures, including HUD, LIHTC, Section 8, and Fair Housing requirements. Recognized for exceptional customer service, sound judgment, strong analytical and organizational skills, stakeholder collaboration, and the ability to quickly implement new laws, policies, and operational changes. Known for building productive partnerships, improving operational efficiency, ensuring regulatory compliance, and delivering high-quality public service.

CORE COMPETENCIES

- Program Administration
- Regulatory Compliance (Federal, State & Local)
- Policy & Procedure Interpretation and Implementation
- Contract Administration & Procurement
- Vendor & Contractor Relations
- Budget Development & Financial Management
- Business Analysis & Reporting
- Project & Operations Management
- Hiring, Coaching & Performance Management
- Customer Service & Public Relations
- Risk Management
- Process Improvement
- Microsoft Excel, Word & PowerPoint (Advanced)
- Yardi • EIV • Paylocity

Additional Strengths: Public Service • Regulatory Interpretation • Investigations & Problem Resolution • Records Management • Conflict Resolution • Stakeholder Engagement • Confidential Information Handling • Decision Making • Time Management • Adaptability • Continuous Improvement • Public Communication

PROFESSIONAL EXPERIENCE

Property Manager | Picerne Real Estate Group | 2017–Present

- Direct daily operations for three residential communities totaling more than 450 apartment homes.
- Interpret and apply federal, state, and local laws, regulations, policies, and procedures while ensuring compliance with HUD, LIHTC, Section 8, Fair Housing, and organizational requirements.

- Develop, administer, and monitor operating budgets, analyze financial reports, approve expenditures, and identify cost-saving opportunities.
- Lead procurement activities by developing bid specifications, evaluating proposals, negotiating contracts, and overseeing vendor and contractor performance.
- Build productive relationships with government agencies, municipalities, contractors, attorneys, vendors, and community partners.
- Prepare executive reports, operational analyses, compliance documentation, and business recommendations for leadership.
- Lead recruitment, interviewing, hiring, onboarding, coaching, performance evaluations, corrective action, and employee development.
- Provide exceptional customer service by resolving complex resident concerns, explaining program requirements, coaching residents, and connecting them with appropriate resources.
- Implement operational improvements that strengthen compliance, increase efficiency, and improve service delivery.
- Successfully adapt to new laws, regulations, policies, and organizational initiatives while ensuring timely implementation.

Shift Supervisor | Dunkin' | 2014–2017

- Supervised daily operations in a high-volume environment.
- Coached employees, maintained customer service standards, and ensured policy compliance.
- Managed scheduling, inventory, cash reconciliation, and daily operational procedures.

EDUCATION

Bachelor of Science in Management – Rhode Island College

Associate Degree in Business – Community College of Rhode Island

CERTIFICATIONS

Accredited Residential Manager (ARM)

Certified Professional of Occupancy (CPO)

Notary Public

LANGUAGES

English – Fluent (Speak, Read & Write)

Portuguese – Fluent (Speak, Read & Write)

Cape Verdean Creole – Fluent (Speak, Read & Write)

Spanish – Conversational (Basic understanding; limited speaking, reading, and writing)