

Eric Schopf

Professional Summary

Governance, Risk & Compliance Analyst

El Dorado, CA | Open to relocation
(916) 539-3735
contact@ericbschopf.com
[linkedin.com/in/eric-schopf-grc](https://www.linkedin.com/in/eric-schopf-grc)

Detail-oriented cybersecurity graduate with experience in federal financial operations, regulatory compliance, and sensitive personnel processes. Proven ability to interpret policy, resolve discrepancies, maintain data integrity, and train stakeholders in high-accountability environments. Skilled in translating complex requirements into practical actions. Seeking an entry-level GRC, IT audit, or compliance analyst role.

Experience

September 2025 - Current

AccuGov, Inc.

Accounts Payable Specialist

- Process invoices, payments, and reconciliations with accuracy while maintaining internal controls and documentation standards.
- Resolve vendor/payment issues and support efficient financial operations in a deadline-driven environment.

May 2019 - September 2025

United States Property and Fiscal Office

Defense Travel Certifying Official

Financial Services Technician

- Interpreted federal travel/pay regulations and converted requirements into clear procedures, training, and actionable guidance for personnel and leadership.
- Managed military pay and DTS transactions, resolved discrepancies, and maintained compliance, controls, and data integrity.

December 2016 - December 2022

California Army National Guard

Paralegal Specialist

- Translated UCMJ and military regulatory requirements into precise written guidance, official documentation, and actionable policy support.
- Conducted training, maintained confidential records, and ensured procedural compliance in sensitive legal matters.

Education

Bachelor of Science in Cybersecurity

Southern New Hampshire University

Skills

- Policy Development
- Regulatory Interpretation
- Stakeholder Training
- Compliance Communication
- Documentation

Certifications

- CompTIA Security+ (In Progress)

Affiliations

- ISACA Member
- U.S. Army Veteran