

John Smith

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QUALIFICATIONS SUMMARY

Accomplished Finance Professional with a vast background in accounting operations, holding over 15 proven years of quality experience. Expert in various financial functions such as supporting audits, mitigating risk, managing accounting policies and procedures as well as providing financial analysis via numerous reports and data. Strong analytical skills allow for creating accurate forecasting models and providing detailed budgets per project. Experienced in managerial duties, recruiting, training, and motivating staff in order to meet individual and team-centered goals. Positive team player with an outstanding work ethic, consistently improving company morale throughout all department levels. Skilled in monthly and quarterly end reporting and processing account reconciliations accurately and consistently meets company guidelines and ensures compliance throughout all levels within the organization.

KEY ACCOMPLISHMENTS

- ✓ Reduced receivables by redesigning and implementing more effective company collections and billing procedures.
- ✓ Streamlined billing process using automated and improved practices to reduce timing from 6 to 1.5 business days.
- ✓ Developed a 5-year financial model used to forecast cash flow, forecasts and budgets.
- ✓ Rapidly expanded company from 50 employees (\$20M revenue) to 1,000+ employees (\$230 revenue).

EDUCATION

University of New York
(City, State)
*Master of Science –
Accounting*

**Central Colorado
University-** (City, State)
*Bachelor of Science –
Finance*

CORE QUALIFICATIONS

- Client Relationship Expert
- Financial Analysis & Reporting
- Audits & Budgeting
- Risk Management
- Strong Strategic Ability
- Operations Management
- Training & Development
- Team Leadership
- Recruiting and Motivating
- Knowledge of GAAP

~ professional experience ~

Company Name, Inc. (City, State)

COMPTRROLLER

Jul 2012 – Present

- Manages and coordinates all aspects of the accounting and financial planning functions, working with \$23M annual revenues.
- Performs monthly analysis and produce extensive financial reporting packages.
- Collaborates with management regarding key business and accounting issues, revenue recognition, cost management and compensation plans.
- Serves as corporate liaison with auditors and outside consulting firms and handles all compliance matters.
- Successfully integrated all areas of finance and accounting during a major acquisition of and identified and eliminated duplicate and redundant functions.

Company Name, Inc. (City, State)

FINANCIAL SOFTWARE CONSULTANT

Jan 2009 – Feb 2012

- Directed, led, and participated in scores of successful implementations for companies in various industries up to \$400M+ of annual sales.
- Utilized extensive accounting experience and technical skills to enhance financial executives' decisions in developing business plans for software data conversions for existing and startup companies.
- Leveraged system with various technologies and reporting tools to create efficient and smooth flowing accounting information systems.
- Functioned as internal and external Project Manager, acting as an implementation team member, successfully training accounting teams in all aspects of software applications.