Resume Sample for Accountant

Grant Avenue san Francisco, California 94108

Thomas@gmail.com

**Career Objective**

Certified Public Accountant with 5+ years of experience of ledger processes, reconciliation and well organized reports, seeking to leverage my professional experience expertise and experience into a managerial role as a corporate banker.

**Professional Experience**

The Irvine Company, CA

Financial Analyst September 2011 – present

* Create financial reports and supported all areas of responsibility with in a 5 person finance team.
* Manage a $35, 0000 budgets, with a reduction of costs totaling 15% over two years.
* Analyze, examined, and interpreted records, compiled financial information, and reconciled reports and financial data.
* Process journal entries and perform corrections to ensure accurate records.

**Warbird Consulting partners Los Angeles, CA**

Financial Advisor June 2008 – August 2011

* Conducted thorough reviews of potential Business partnerships and strategies, and performed risk analysis using FRAP ( facilitated risk analysis process)
* Trained and supervised 2 new employees, ensuring they maintain scrupulous attention to detail.
* Forecasted losses and earnings using quantitative analysis to a high degree of accuracy, allowing the company to intelligently manage and invest resources.
* Adhere to departmental controls and regulations maintain ethical conduct at all times.

 **EDUCATION**

PALOMAR COLLEGE San Marcos, California

MBA, June 2008

GROVE CITY COLLEGE, Pennsylvania

B.A. Accounting, June 2006

**Additional Skills**

* Knowledge of Oracle, SAGE and all Microsoft office Applications.
* Excellent communication skills, and ability to present complex information in an easy way to understand format.