



Mark Curry

Accountant

PROFILE

Mark is considered an expert at managing a company's finances and looking after its accounts. He is able to perform mathematical calculations with speed as well as accuracy and can be relied upon to provide accurate and trustworthy information about financial transactions. He is confident in his ability to play a strategic role in any business. Currently looking for a suitable accounting role.

CONTACT

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Dayjob.com, St Pauls Square
Birmingham B18 6NF

Phone
0123 456 7890

Email
info@dayjob.com

LinkedIn
linkedin.com/yourname

PROFESSIONAL

Experience of working directly alongside the Head of Finance.

Very good at streamlining a company's our compliance and accounts preparation.

Completing detailed complex reconciliations to tight deadlines.

Ability to present complex financial data to a non-accounting audience.

A strong interested in financial services and banking.

Respect for diversity and sensitivity to other cultures.

REFERENCES

Available on request.

CAREER

2016 - Present **Accountant** **Company name**
Responsible for ensuring the smooth running of the accounts department. Advising and updating the company Director on irregularities or concerns about invoices & financial matters. Verifying financial documents for accuracy and completeness.

2015 - 2016 **Accountant** **Company name**
Maintaining the quality of financial controls. Organising and co-ordinating the work of junior accounting personnel. Locating errors in accounting records. Assisting colleagues in other departments with preparation of the annual budget.

2014 - 2015 **Accountant** **Company name**
Reviewing monthly departmental Profit and Losses. Assisting with financial and tax audits. Detecting and preventing fraud. Controlling income and expenditure. Completing tax returns.

2013 - 2014 **Accountant** **Company name**
Responsible for drafting responses to queries in respect of submitted accounting computations and financial matters.

SKILLS

Protecting wealth through effective & legal tax planning.

Very focused and able to work in an environment where there are frequent interruptions and distractions.

ACADEMIC

2011 - 2014 **Course details** **University name**

2009 - 2011 **Course details** **College name**

2005 - 2009 **Course details** **School name**
Maths (A) English (B)