



Anna Gunther

Senior Accountant

anna@novoresume.com

1412 987 567

North Richland Hills, TX

linkedin.com/in/anna.gunther

Certified Public Accountant with a history of accurately and efficiently supporting accounting activities for a diverse range of clientele. **10+ years of experience** in presenting data, analyzing cost control, providing financial reports, and delivering profit and loss statements under time pressures. Achievements include **saving KCR Steel Corp. \$252,000** by fixing a tax-reporting error.

AREAS OF EXPERTISE

Growth Expansion Strategies

Budgeting & Forecasting

Public Accounting

Strong Analytic Intervention

Cost Reduction Strategies

Payroll Tax Accounting

Expense Account Variance

Financial Planning & Strategy

WORK EXPERIENCE

Senior Accountant

Sweet Oranges Technology Company

03/2018 - Present

North Richland, TX

Achievements/Tasks

- Manage accounting activities to ensure compliance with accounting principles, policies, and external audits.
- Prepare accurate, timely financial reports of company expenditures following the established schedule.
- Review and analyze the balance sheet, income statement, cash flow statements, and variance narratives.
- Establish new fund distribution rules to define and standardize key metrics and tolerances for all levels.
- Monitor the status of transactions and coding structures to ensure alignment with company policy and guidelines.
- Drive the agency key metrics, reporting process, and data gathering by maintaining accounting database.

Accountant

KCR Steel Corp.

03/2014 - 02/2018

Achievements/Tasks

- Oversaw the company's general account operations by strategically controlling and verifying financial transactions.
- Saved \$252,000 by fixing a tax-reporting error.
- Established controls and processes to perform general ledger work for the month, quarter, and year-end.
- Reviewed and analyzed preliminary financial statements and month-end reports to with **100% accuracy**.
- Reviewed accounts payable and invoice listing to confirm validity and to conduct of budget update as necessary.
- Analyzed the viability of establishing a more efficient accounting process to ensure effective execution of functions.

Accountant

Five Brothers Marketing Corporation

02/2009 - 02/2014

Austin, TX

Achievements/Tasks

- Collected and analyzed clients' data and financial transactions documenting accounting control procedures.
- Maintained financial records and ensure proper recording of operations required to the financial workflow.
- Ensured process compliance and accomplish other tasks relevant to monetary policies, regulations, and legislation.
- Managed the development and improvement from a handbook system to a computerized environment.
- Produce profit and loss statements and other financial reports, including audit vendor list price.
- Prepared month-end balance sheet reconciliations including but not limited to recording transactions, creating reports, tracking income, and checking expense figures for accuracy and legitimacy.