
JESSICA CLAIRE

Montgomery Street, San Francisco, CA 9XXX5 ♦ (555) 432-1000 ♦ resumesample@example.com

SUMMARY

Accountant for a Medium sized Company

SKILLS

- Guest services
 - Inventory control procedures
 - Merchandising expertise
 - Loss prevention
 - Cash register operations
 - Product promotions
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ACCOMPLISHMENTS

EXPERIENCE

Accountant, 01/2009 - Present

Animal Health International, Inc. – Mount Joy, PA

- Hired by their CPA firm to handle all accounting and job cost Reporting.

Accountant, 01/2007 - 01/2009

Animal Health International, Inc. – Greeley, CO

- Hired by their CPA firm to handle all accounting functions..

Accountant, 01/1997 - 01/2007

Animal Health International, Inc. – Manchester, IA

- Installed new Peachtree Accounting System.
 - Installed new computer system using a local area network and Added a Web site.
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EDUCATION AND TRAINING

B.S: Business Administration Accounting, 1974

University of Cincinnati - Cincinnati, OH

Business Administration Accounting

ACTIVITIES AND HONORS

INTERESTS

Annapolis Amblers Walking Club, President & Trailmaster, Maryland Volkssport Assn, President, Chesapeake Civil War Roundtable.

SKILLS

accounting, CPA, local area network, Peachtree Accounting, Reporting, Web site

ADDITIONAL INFORMATION

- Interests Annapolis Amblers Walking Club, President & Trailmaster, Maryland Volkssport Assn, President, Chesapeake Civil War Roundtable.