

Gerard Levine

Certified Public Accountant

Certified Public Accountant with 5+ years of experience in ledger processes, account reconciliations and streamlining accounts. Seeking to assist NovaGen Corporation in creating optimized financial solutions. Reduced annual budget costs by 10% at Radiant Innovations by restructuring my team's organization, optimizing their performance and time management.

Work History

2016-07
- present

Senior Accountant

Radiant Innovations, Kenosha, WI

Key Qualifications & Responsibilities

- Managed a diverse portfolio of over 100 clients, providing comprehensive accounting solutions.
- Led a team of 5 junior accountants to thrive all aspects of accounting, from reconciliation to finalizing annual accounts.
- Streamlined financial reporting processes, improving accuracy and efficiency.
- Restructured my team to increase efficiency.

Key Achievement

- Reduced annual budget costs by 10%.

2014-06
- 2016-08

Junior Accountant

Quest Industries, Kenosha, WI

Key Qualifications & Responsibilities

- Assisted in preparing end-of-year accounting reports.
- Conducted regular audits to identify and rectify discrepancies.
- Ensured compliance with the accounting standards and regulations.

Key Achievement

- Successfully identified and rectified a recurrent misallocation of funds which saved the company \$5000 annually.

Education

2010-08
- 2014-09

Accounting, Bachelor of Science

University of Wisconsin, WI

Relevant extracurricular activities

- Treasurer of the Student Council, 2012-2014.
- Member of the University Debate Team, 2011-2014.

Academic achievements

- Graduated Cum Laude.
- Awarded the Best Student in Accounting, 2014.

Awards

Young Accountant of the Year

Wisconsin Accountant Society

Certificates

Certified Public Accountant

American Institute of Certified Public Accountants

Personal Info

Email

gerardlevine@email.com

LinkedIn

linkedin.com/in/gerardlevine

Phone

+1-123-456-7890

Skills

Financial and cost accounting

Budget forecasting and cost reduction

Proficient with accounting software (Sage, Quickbooks)

Excellent analytical skills

Strong written and verbal communication

Outstanding organizational skills

Solid understanding of financial regulations and standards

Detail-oriented

Software

Sage



Quickbooks



Languages

English



Spanish



Memberships

Member of the American Institute of Certified Public Accountants

Delivered a lecture on Budget Forecasting at the 2019 AICPA Annual Convention.

Hobby

- Maintaining a personal finance blog that provides free resources for understanding personal finance.
- Volunteering at a local non-profit to manage their bookkeeping.