

JOHN DOE

Bryan, TX | (555) 555-5555 | jdoe@wans.net | www.linkedin.com/in/jdoe/

SENIOR ACCOUNTANT | SENIOR AUDIT ACCOUNTANT

OPTIMIZING ACCOUNTING & AUDIT OPERATIONS | DRIVING REGULATORY COMPLIANCE FOR COMPANIES & CLIENTS

Seasoned senior accounting leader with 9 years of multi-sector expertise. Respected team leader and key contributor in planning accounting activities, developing audit programs, and creating sound procedures. Track record of continually identifying and seizing opportunities to improve team processes and training, resulting in faster period closing, risk reduction, operational savings, and accelerated new hire integration to teams. Known for going above and beyond and exceeding expectations.

Internal Controls | Regulatory Compliance | SOX Compliance | US GAAP | External Audits | General Ledger | Account Reconciliation
Month-End Close | Reporting | Financial Statements | Variance Analysis | Risk Management | Project Management
P&L Analysis | Accounting Policies and Procedures | Process Improvement | Team Leadership | Training | Coaching | Mentoring

CAREER HIGHLIGHTS

Texas A&M University System – College Station, TX | 01/2022 – Present

INTERNAL AUDITOR II

Internal Audit Department for Texas A&M University. Reviews allegations and incidents of fraud performed in the A&M System.

Conduct auditing activities aligned with industry standards, budgeted hours, and deadlines. Collect and analyze information to identify risks, gather evidence, perform high-level analysis, determine audit findings, and prepare recommendations. Contribute in drafting audit reports. Participate in department meetings, conferences, and client status meetings. Provide training and guidance to junior team members. Identify and execute process improvement opportunities. Collaborate and support colleagues by sharing information, presenting ideas and concerns, and generating discussion. Maintain open communication with management.

- **Support audit governance and planning** by assisting to develop new audit programs.
- **Accelerated audit teams' new hire ramp-up** by identifying onboarding gap and developing onboarding procedures, checklist of essential topics, and timeline for completion; adopted department-wide with positive manager feedback.

STgenetics – Navasota, TX | 09/2020 – 12/2021

SENIOR ACCOUNTANT

\$345M in revenue. Provider of livestock reproductive services; one of the largest semen gender-sorting facilities.

Maintained general ledgers of 3,000+ accounts. Prepared and booked hundred-line journal entries into Oracle and documented journal entry errors. Created, monitored, and reconciled segment values between ERP sources; included New Accounts, Departments, Location, Cost Pool, and Entities, among others. Prepared and filed sales and use state taxes. Published exchange rates in ERP. Supported international partners in uploading Trial Balance into Oracle. Confirmed intercompany A/P. Documented financial footnotes. Created daily reports to uncover financial anomalies within the accounts and investigated flagged accounts.

- **Propelled efficiency office-wide, eliminating extensive manual effort** spent on footnote review while increasing records accuracy. Migrated accounts to ERP system, moving away from Excel-based footnotes.

Ingram, Wallis & Co., P.C. – Bryan, TX | 06/2019 – 09/2020

ASSOCIATE

An accounting firm providing accounting services to the local community, including business owners and individuals.

Ensured regulatory compliance for clients. Prepared and filed client's franchise, Form 990, estate, federal, and state tax returns. Composed financial documentation for scheduled audits and distributed to clients. Optimized testing selections via Excel pivot tables and accounting software to calculate materiality and determine items required for field tests. Conducted and documented audit testing and audit programs. Summarized senior staff's exceptions and edited reports. Tested third-party internal controls and provided compliance feedback. Drafted financial documents; prepared financial statements. Prepared/booked journal entries.

- **Slashed risks through a key role fully digitizing audits**, as a member of the digital implementation project team. Collaborated to innovate transition methodology and fulfilled months ahead of projected completion date.

PBF Energy – Parsippany, NJ | 11/2016 – 12/2018

INVENTORY & EXCHANGE ANALYST

One of the largest independent petroleum refiners and suppliers of unbranded petroleum products in the U.S.