

JASMINKA UDULUTCH

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Focused and detail-oriented senior accountant with BCompt and 10 years of accounting experience. Highly proficient in balance sheet and financial reporting as well as numerous accounting software packages. Implemented a system to identify suspicious credit card transactions prior to notification by financial institutions, which reduced losses by 20% per month on average amounting to about \$250k per annum. Looking for a similar role in manufacturing in Ohio due to relocation.

WORK EXPERIENCE

Senior Accountant	Apr 2016 - Present
Tesla Giga, Sparks	
<ul style="list-style-type: none">Monitoring and managing the accounting inboxReviewing accounts payable transactions and gathering supporting documentsReviewing credit card transactions and investigating discrepanciesPreparing credit card coding scheduleSetting up new vendors and maintaining W-9 and W8-BEN formsEntering and reconciling monthly bank transactionsPreparing 401K accrual, prepaid taxes, interest income/expense schedulesPreparing and processing journal entriesDrafting monthly management reports for approvalAssisting internal and external auditors with queries	

EDUCATION AND QUALIFICATIONS

Bachelor of Accounting Science	Sep 2008 - Jul 2012
University of Nevada, Las Vegas	

COURSES

Cybersecurity Awareness Certificate	2020 - 2020
EIT Digital	

SKILLS

Account reconciliations	Expert
Bookkeeping	Expert
Financial reporting	Expert
GAAP	Expert
General ledger accounts	Expert
Month-end close	Expert
Precision & accuracy	Expert
Time management	Expert

REFERENCES

Joe Crisp (518) 300 0000 joe@sample.com	Tesla Giga
Abbey Prince (518) 400 0000 abbeyp@sample.com	Tesla Giga