



Bryan Miller

Accounting CPA



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Austin, Texas



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Education

Texas State

Bachelors of Business Administration (12/15)

Masters in Accountancy (12/17)

CPA (8/22)

UT

Data Analytics Bootcamp (10/23)

Software Experience

Excel

Visual Basic Application

Microsoft Office

DDS Donovan

Aura

Workday

Sage

Python

SQL

SUMMARY

Detail-oriented and results-driven accounting professional with a proven track record of enhancing efficiency, effectiveness, accuracy, and timeliness in financial operations. Adept at streamlining processes, ensuring consistency in financial reporting

JOB EXPERIENCE

Account Analyst

Boon Insurance (Contract) Austin, Texas

Mar. 2024- Jul. 2024

Developed and implemented VBA-based solutions to optimize existing processes, resulting in efficiency within the AOS department.

Conducted analysis of existing processes and identified areas for improvement, leveraging VBA's capabilities to enhance data accuracy and reduce errors.

Staff Accountant

CLEAResults, Austin, Texas

Aug. 2021-Jun. 2023

Edit, Create, Process JEs (Enter excel .xml "upload" files into Workday system)

Analyze invoices record payments on large corporate accounts. Examine, Assess and Report discrepancies.

Create VBA Macros (Excel) to automate large Journal Entry creation and create reports efficiently with dashboards that show Points of Interest.

Reconcile Accounts Payable, AP Accruals, Other Current Assets, Deposits, and Prepaid Accounts. Month End Close. Year End Close.

Enter new inventory into the system, make adjustments and accruals for late entries
Companywide memo from C-Suite included shout-out regarding my (Macro) Process automation.

Property Accountant

HT Group (TEMP), Austin Texas

Feb. 2021-Jun. 2021

Made General Ledger entries for multiple properties each month. (Seven Monthly Deadlines)

Reconciled Operations ERP (Real Page) accounts to Managerial system (Microsoft GP).

Reconciled the Cash Account to the Bank Account for all properties. (Three times a month)

Analyzed, and completed Bank Reconciliation each month.

Worked with Property and Regional Managers on any issues that arise.

Staff Accountant

Wunderman Thompson, Austin Texas

Jan. 2020- Jan. 2021

Reconciled general ledger accounts monthly for Chicago based subsidiary.

Created invoices and aged AR account. Entered invoices received and aged AP.

Completed General Account Maintenance for WPP. (Parent Company).

Rideshare Driver

Uber

Jan.2020-Present