
VALERY CELESTIN

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PROFESSIONAL SUMMARY

Experienced accounting professional seeking a Senior Accountant role in a reputable organization. Skilled in financial reporting, general ledger accounting, bank reconciliation, fixed asset processing reporting, and ratio analysis. Proficient in financial reporting and profitability analysis, providing valuable insights for organizational decision-making.

SKILL HIGHLIGHTS

- Processing & Reporting Fixed Assets
- Account reconciliation expert
- Strong organizational skills
- General ledger accounting
- Account reconciliations
- Accounts receivable professional
- Journal Entry Posting
- General ledger accounting
- Monthly Closings
- Month-End and Year-End Closings
- Accruals and Provisions
- Budgeting and Variance Analysis

ACCOMPLISHMENTS

Accounting Skills

- Developed and implemented accounting software to record, store, and analyze complex monthly closing information.

General Ledger Accounts

- Maintained accurate accounts including cash, inventory, prepaid, fixed assets, accounts payable, accrued expenses and line of credit transactions.

PROFESSIONAL EXPERIENCE

Subcontracted Senior Accountant, 2022 - Current

Florida Peninsula Insurance Company – Boca Raton, FL

- The current role as a contractor involves assisting the controller in migrating the accounting system (EAS) to a cloud-based system. The responsibility includes ensuring data accuracy throughout each subsidiary, both pre-and post-migration.
- Analyzing financial discrepancies and providing solutions for accurate data before migrating into the new system.
- Transferring data and documents to facilitate system conversion.

Experienced Senior Accountant, 2016 - 2022

First Service Residential – Boca Raton, FL

- Issued financial statements for over 20 HOAs on a monthly basis.

- Monitored reserve funding for timeliness and accuracy recorded day-to-day financial transactions and completed the posting process.
- Conducted research and reconciled any discrepancies.
- Amortized all prepaid charges (Maintenance contracts, insurance, etc) on a monthly basis.
- Ensured proper recording and transfer of transactions to subsidiary accounts while maintaining the general ledger.
- Audited and verified all transactions on a monthly basis.
- Reviewed budgets and communicated discrepancies to senior management.
- Handled month-end and year-end end finances by managing and reporting fixed assets and other data.

Staff Accountant, 2012 - 2016

Desjardins Bank – Hallandale, FL

- Prepared, examined, or analyzed accounting records, financial statements, or other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards and payment postings.
- Collected, analyzed, and summarized account information to generate monthly financial statements, reports, and records.
- Created periodic reports comparing budgeted costs to actual costs.
- Analyzed monthly balance sheet accounts for corporate reporting.
- Generated financial statements and facilitated account closing procedures each month.
- Processed and reported fixed assets.
- Reviewed bank statements daily for cash flow projections.

EDUCATION AND TRAINING

Bachelor of Science: Finance, 05/2012

Barry University - Miami, FL

Associate of Applied Science: Accounting, 01/2008

Central Texas College - Killeen, TX