

Resume Assignment

Kieran Mullarkey

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Kieran Mullarkey 77 Magnolia Ave Apt 45 Jersey City, NJ 07306 703-477-6206 kmullar2@mail.umw.edu

Accountant Currently studying to become a CPA in the state of New Jersey and seeking new challenges at an accountancy position.

Career Experience

SS&C Technologies 2/3/2020-Present 1095 Morris Ave, Union, NJ 07083

Senior Accountant on fund accounting team servicing Fortune 500 client and hedge funds.

Excelled in middle and back-office functions that emphasized financial accounting and reporting in strict compliance to SOC 1 protocols.

Daily responsibilities include cash reconciliation maintenance, trade processing, delivery of daily NAV packages and cash availability reports, and posting of journal entries.

Monthly responsibilities include implementation of pricing strategies, FX reconciliations, billing, delivery of month-end NAV packages, and construction of position and cash reconciliations.

Nisfar Mining LLC 1/1/2018-1/30/2020 232 Willow Avenue, Hoboken, NJ 07030

Accountant for small company consisting of 4 businesses.

Proper filing of accounts receivable, bank reconciliations, payroll, and other general accounting practices.

General ledger implementation and maintenance with highest level of confidentiality.

Able to meet deadlines in a cross-functional environment.

Fordham Financial Management 7/5/2011-1/1/2018 14 Wall Street-17 Battery Place Ste. 643 New York, NY 10004

Implemented option spreads for clients to hedge core-stock positions.

Developed plan for long oil stock positions based on trend analysis. Worked directly with CEO, CFO, and head compliance officer on variety of financial and accounting related items.

Raised funds for multiple companies through private placements and bridge loans.

Developed risk analysis for single, double, and triple leveraged ETFs in accordance with recent compliance and FINRA regulations.

Skills

Adept at Excel, Thompson Reuters, Outlook, Power Point, and numerous high-level accounting software programs such as Geneva and Middle-Office-Monitor.

Excellent verbal and written communication skills.

Experienced tax preparer.

Planning long-term investment goals for individual and corporate clients horizontally across markets.

Education

Bachelor of Science in Business Administration 1/5/2007-5/18/2011

University of Mary Washington (UMW), Fredericksburg, VA, May 2011

Relevant coursework: business strategy, financial management, decision analysis, business research methods, and data analysis.

Phi Theta Kappa Honor Society.

Minor in Marketing.