

Professional Summary

Results-driven MBA Accountant with 12+ years of experience in corporate and shared services center accounting, leveraging expertise in financial analysis, account management, and team leadership to drive business growth and process improvements. Proven track record of successfully implementing financial systems and leading cross-functional teams.

Professional Experience

Senior Accountant (AC09)

Inazuma.co | January 2018 - Present

Accounting Team Lead (AC07)

Nexus Inc. | June 2015 - December 2017

Key Achievements:

- Improved accounts payable processing time by 30% through process automation.
- Successfully led the implementation of a new accounting software, resulting in a 25% reduction in financial reporting time.

Responsibilities:

- Managed a team of 3 accountants, providing guidance and training to ensure high-quality output.
- Coordinated with the finance team to prepare monthly financial reports and analysis.

Staff Accountant (AC05)

Pinnacle Services | March 2012 - May 2015

Key Achievements:

- Identified and corrected a \$100,000 accounts receivable discrepancy, improving cash flow by 15%.
- Developed and maintained complex financial models using Microsoft Excel, enhancing forecasting accuracy.

Responsibilities:

- Performed account reconciliations, journal entries, and general ledger maintenance.
- Assisted in the preparation of annual budgets and financial forecasts.

Junior Accountant (AC03)

Apex Accounting Firm | January 2010 - February 2012

Key Achievements:

- Successfully assisted in the audit process, ensuring compliance with regulatory standards.
- Improved data entry efficiency by 20% through the implementation of a new workflow.

Responsibilities:

- Processed accounts payable and accounts receivable transactions.
- Assisted in the preparation of financial statements and tax returns.

Education

Master of Business Administration (MBA) in Finance

Harvard University | 2009

Relevant Coursework:

- Financial Management
- Accounting Theory
- Business Strategy

Technical Skills

Accounting and Finance:

- Account Reconciliation
- Accounting
- Accounts Receivable
- Accounts Payable
- Bank Reconciliation
- Accruals
- General Ledger

Data Analysis and Reporting:

- Analysis
- Variance Analysis

Software Proficiency:

- Microsoft Excel
- Essbase