

## Professional Summary

Results-driven Accountant with 22 years of accounting experience and 12 years of tax expertise, leveraging technical skills in QuickBooks to drive financial excellence. Proven track record of optimizing financial processes and ensuring compliance with tax regulations.

## Professional Experience

### Senior Accountant (AC09)

Inazuma.co | 2018 - Present

### Accounting Manager (AC07)

Nexus Financial Services | 2015 - 2018

#### **Key Achievements:**

- Reduced accounting cycle time by 30% through process automation
- Successfully led the team in achieving a 95% client satisfaction rate

#### **Responsibilities:**

- Managed a team of 3 accountants in daily operations
- Coordinated with the tax department for seamless year-end closings

### Senior Accountant (AC05)

Pinnacle Accounting Firm | 2010 - 2015

#### **Key Achievements:**

- Identified and implemented a tax savings strategy, resulting in a 20% reduction in client tax liabilities
- Developed and conducted in-house QuickBooks training sessions for new hires

#### **Responsibilities:**

- Prepared and reviewed financial statements for clients
- Assisted in budget preparation and financial forecasting

### Staff Accountant (AC03)

Emerald Accounting Services | 2008 - 2010

#### **Key Achievements:**

- Consistently met deadlines for tax return submissions, ensuring 100% on-time delivery

- Assisted in the implementation of a new accounting software, reducing data entry errors by 25%

**Responsibilities:**

- Processed accounts payable and accounts receivable
- Assisted in preparing financial reports for management

## Education

**Bachelor of Science in Accounting**  
University of Michigan - Ann Arbor | 2008

## Technical Skills

**Accounting Software:**

- QuickBooks
- SAP

**Tax Preparation Tools:**

- TurboTax
- TaxAct

**Microsoft Office:**

- Excel
- Word
- Outlook

**Other:**

- Financial Analysis
- Budgeting
- Financial Reporting