Sabin Vaccine Institute,

Thank you for your valuable time and consideration. My name is Abel Garrido. I am an Accounting professional with more than 12 years’ experience in Accounts Payable & Receivable, General Ledger, Debit Note and Statement generation and standard accounting practices with a major National Insurance Company, and most recently a top 100 Architecture firm. Where I managed their biggest studios. I performed a multitude of daily responsibilities that require an understanding of proper accounting procedures, including: audits, reconciliations of ledgers and financial statements, and resolving any financial problems. I also had a range of peripheral duties including maintaining clientele relationships that put me in touch with high level individuals. Unfortunately, I was most recently laid off due the global pandemic -a weird sentence to write even to this day.

Before my time at OTJ I worked at a corporate housing firm where within my first year I oversaw the installation of the company's newest accounting software. That put me side by side with the CEO to advise on indirect cost, analyze transactions and assisted with the valuation of inventory every year. The fast-paced professional environment of Suite Solutions demanded expedient, accurate and thorough work while juggling multiple tasks at once, as well as recovering over $60k in a vendor discrepancy, and drastically reduced their accounts receivable (please see second page). This experience also lead me to start looking at software differently, and having this down time to strengthen my skills I decided to take coding courses in data science with Python programming (please see an example [here](https://agarrido84.medium.com/life-expectancy-vs-gdp-correlation-among-chile-china-zimbabwe-germany-usa-and-mexico-c946eea712ac)). Python is an efficient way to analyze data. These coding courses are additional tools in the toolbox, and having experienced the functionality of coding and innovations in software I wanted to be on the front line of that change.

I first took a serious interest in accounting while working at CIMA Inc., A local national insurer where I first took my responsibilities most serious in their largest department in terms of revenue. You will also see that I took a hiatus via teaching English in Bogota, Colombia. An experience that developed my personal and professional skill sets by placing myself in several immediate and long-term difficult scenarios (i.e. language barriers, difference in work practices, unpredictable schedule, etc.) and having to adjust accordingly. I found that these experiences were challenging and ultimately, very rewarding. The experience made me a more self-reliant, flexible and efficient communicator. By being able to work with a large group of professionals from such a varied background strengthened my listening, analytical, planning, executive and cooperative abilities that I am sure will help me adapt to the team player environment on your businesses team.

As I hope is evident by my resume and prior experience, I am that applicant that is ready to put in the extra effort to make a difference. I am eager to meet with you for an interview. Please do not hesitate to contact me with any inquiries. My professional references are available immediately upon your request. I look forward to speaking with you further.

Best regards.

Abel Garrido

[Personal website](https://bohemianabe.github.io/react_portfolio_multipage/#/)