

## Contact

[www.linkedin.com/in/louis-shum-286109b9](http://www.linkedin.com/in/louis-shum-286109b9) (LinkedIn)

# Louis Shum

Investment Accountant at California Institute of Technology  
Los Angeles Metropolitan Area

## Experience

California Institute of Technology  
Investment Accountant  
March 2015 - Present (6 years 3 months)

Prepare journal entries for the investment pool. Analyze and reconcile general ledger accounts to the investment statements. Prepare monthly investment sweep for the investment pool. Answer general accounting and financial questions by researching general ledger accounts and bank statements.

Ronald McDonald House Charities of Southern California  
Staff Accountant  
July 2011 - February 2014 (2 years 8 months)

Prepare journal entries. Process cash receipts and accounts payable. Prepare invoices and batches for payments. Prepare correcting journal entries related to payroll, investment, revenue, and expense accounts. Analyze and reconcile general ledger accounts to bank statements for monthly closing. Prepare monthly operating statements for executive officers. Prepare journal entries and reconcile investments accounts to investment statements. Prepare yearly budget reports. Analyze and reconcile inter-entity fund accounts. Attend fundraising events to coordinate checkout process. Answer general accounting and financial questions by researching the general ledger and other data sources and prepare custom reports to present my findings. Assisted in projects to improve processes such as building databases to better organize data, created spreadsheets to streamline line data entry, and explored ways to improve the checkout process for fundraising events.

---

## Education

University of Southern California  
Bachelor's Degree, Accounting (Audit & Tax) Business Administration  
(Financial Analysis and Derivative Securities) · (2008 - 2011)