

EKTA MASRANI

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OBJECTIVE:

Certified Public Accountant (CPA) with 7+ years of experience in public accounting and financial auditing. Looking for an opportunity in a fast-growing company to build out best accounting practices and make accounting a competitive advantage within an organization like The Salvation Army.

ACHIEVEMENTS:

Certified Public Accountant (CPA)

EDUCATION:

Saint Cloud State University - Master of Business Administration, Accounting

August 2014 - May 2016

Capella University - Bachelor of Arts, Accounting

August 2010 - May 2014

PROJECTS:

abcd

SKILLS:

GAAP

GL accounting

QuickBooks

Excel

Auditing

Tax accounting

Expense reporting

EXPERIENCE:

Northrop Grumman – Accountant

- Managed government and private foundation grants totalling over \$18M annually
- Worked closely with program management on budgets, programs, and financial reporting
- Owned monthly analysis of GL reconciliation, and performed adjustments as needed
- Led development and analysis of agency-wide budget to reach 27% more members YoY
- Streamlined preparation and review of the GL through automation, saving 23 hours monthly

Jefferson Lines – Accountant

- Analysed balance sheet accounts, and posted monthly journal entries, complying with GAAP
- Performed monthly bank reconciliations and GL account analyses for assets worth \$14M+
- Maintained cash basis financials used to generate partner K-1s
- Owned maintenance and tracking of inter-company loan schedules to meet all deadlines

- Ensured proper GL coding of expense reports for bank and credit card reconciliations

Diversified Plastics - Junior Accountant

- Recorded transactions in QuickBooks, and mailed invoices to customers 2 times per month
- Maintained \$300 in petty cash, and handled all bank deposits
- Communicated with external parties to reconcile account problems within 48 hours