



EXECUTIVE & PROFESSIONAL RECRUITMENT

MICHAEL OLSHANETSKY

31 Ward Street 1st Floor
Floral Park, NY 11001

(646) 772-8827
MICHAELOLSH@GMAIL.COM

PROFESSIONAL EXPERIENCE

Acker Merrall & Condit, *Senior Accountant*
New York, NY

November 2018 – May 2019

- Prepare daily bank balance reports
- Bank & credit card deposits
- Bank reconciliation of daily activity
- Assist with HR function management
- Assist with month-end close (prepaids, accruals, fixed asset entries, etc.)
- Assist with budgets
- Assist with P&L analysis
- Assist with cash flow model (weekly)
- Credit Control
- Intercompany reconciliation

M. Shanken Communications, *Senior Accountant*
New York, NY

March 2017 – December 2018

- Performs mid-level general ledger account reconciliations; verifies accuracy of data and reports and identifies and correct errors made by both internal and external personnel.
- Record daily cash receipts and cash disbursements
- Monitor daily bank balances
- Identify & improve internal processes & controls
- Reconcile various banks accounts
- Update Prepaid Expenses, record deposits, and set up wires
- Prepare quarterly estimated corporate taxes
- Analyze, calculate and record monthly A/R billing
- Analyze and record sales commissions
- Record and reconcile Paymentech Reports
- Interact with management with any A/R and A/P related issues
- Prepare salaried and hourly employee payroll
- Record accruals & month-end journal entries pertaining to intercompany accounts & foreign currency translation adjustments
- Track reimbursements and timesheets
- Reconcile, code, and prepare journal entries for payroll
- Assists with questions and requests from the company's business finance leads

Robert Graham Designs, *Senior Accountant*
February 2017
New York, NY

January 2016 –

- Assisted in financial budget and forecasting process and assist in the production of working capital and cash-flow reports.
- Assisted with Borrowing Base Certificate, 10-Q, 10-K preparation and additional filings with the SEC.

- Supported preparation of timely and accurate financial reports and records.
- Efficiently coordinated internal SOX audits with external auditors, internal management, and detail control owners.
- Prepared and presented quarterly reports to Audit Committee, CFO and Corporate Controller, highlighting SOX control issues and submitting recommendations to strengthen and streamline controls.
- Planned, performed and reported both operational and financial audits for the various domestic and international divisions
- Prepared month-end variance analysis and report significant issues to management
- Assisted with internal and external audits to ensure compliance.
- Entered journal entries, adjusted journal entries, or reclassify various accounts via US GAAP
- Prepared reserve analysis, sales allocation, and allocations of COGS
- Reconciled various account to the General Ledger
- Documented internal controls in support of auditing team
- Coordinate accounting projects and initiatives with other members of the accounting and finance team or with other departments.
- Developed and document business processes and accounting policies to maintain and strengthen internal controls.
- Assisted Controller to prepare supporting documents, journal entries and file Sales and Use Tax.
- Prepared biweekly retail commission report utilizing the KWI system and creating pivot tables.
- Assisted HR in coordinating 401k and employee personal files.
- Maintained creating and terminating employee payroll records

Marshall and Moss Payroll Compliance Services, LLC, Compliance Auditor

February 2009 – December 2015

New York, NY

- Audited the Pension, Welfare, and Deferred Compensation Funds of various clients' payroll in the tristate area
- Managed, trained, and reviewed work of other members of the accounting staff on audits and monitor their progress
- Ascertained that proper remittance amounts on contribution reports are sent to their respective funds
- Ensured compliance using NYS-45s, Federal 941s, Corporate Returns and Cash Disbursements/General Ledger
- Examined and analyze 1120, 1120s, 990s, 1099s and 1040s
- Inputted remittance, audited, and entered summary of findings values into their respective reports
- Analyzed and prepare Profit & Loss statements and make any necessary adjusting journal entries
- Communicated with Management and lawyers regarding client information and brainstorming
- Applied agreed upon procedures, prepare work papers, and cover letters for the review of lawyers, trustees, and clients

Steinberg, Steckler, and Picciurro CPAs, Auditor

April 2008 – January 2009

New York, NY

- Ensured compliance using NYS-45s, Federal 941s, Corporate Returns and Cash Disbursements/General Ledger
- Inputted remittance, audited and summary of findings values into their respective reports
- Applied audit practices and procedures from U.S. GAAS and the PCAOB
- Audited and prepare various Partnerships, Corporations, and Non-for profits financial statements
- Performed research to determine federal, state, and foreign reporting filing requirements.
- Prepared individual tax returns for high net worth clients and addressed issues related to AMT, partnership and S-corporation investments, hedge fund investments, and foreign transactions.
- Prepared quarterly estimates for individual and business clients.
- Created schedules of allocation preparation of fiduciary and estate tax returns.
- Utilized available software programs to determine state taxability of bond related interest income.
- Performed research to determine federal, state, and foreign reporting filing requirements.
- Prepared and review federal and state Schedules K-1 for funds with several partners including corporations, individuals, partnerships, trusts, estates, LLCs, and exempt organizations using both apportionment and direct allocation methods.
- Created consolidated balance sheets, income statements, and cost of goods sold and communicate with clients to resolve any questions or obtain any missing data.

New York City Fire Department Bureau of Budget Services, Senior Statistician

December 2005 – April 2008

- Assisted in the preparation and review of the Fire Department's Personal Services' Budget
- Provided support in the development of the Spending Plan including periodic updates in accordance with Financial Plan changes
- Monitored and expedited all budget modifications to ensure compliance with approved Financial Plans and cost effective techniques

EDUCATION

- Masters of Science, Hunter College of the City University of New York, New York, NY
May 2008
- Major: Accounting
- Bachelor of Science, Hunter College of the City University of New York, New York, NY
May 2006
- Major: Accounting
- CPA Candidate, Regulation and Auditing
- SKILLS
- Computer: Financial Edge, SAP, Great Plains, Case Ware, Case View, A2000, Oracle, PPC, Tax Interest for Windows, Turbo Tax, Lacerte, Microsoft Office, STATA, IDEA, QuickBooks, Quicken, Peach Tree, FARS, ISSI, ProTax Systems and FMS, ADP (Total Source and Time and Attendance), Paychex

Language: Fluent Russian, Italian, Spanish, and Conversational Polish

Memberships: American Institute of Certified Public Accountants (“AICPA”) and New York State Society of Certified Public Accountants (“NYSSCPA”)