

Austin Graves



Accountant

ABOUT ME

Dedicated Accounting Manager with 10 years of experience in payroll administration, corporate accounting, risk and budget analysis, and human resources. Experience also includes extensive work in accounts payable, accounts receivable, collections, financial reporting, and auditing.

EDUCATION

LAKESIDE SECONDARY SCHOOL

Valedictorian, Batch 2015

SUMMerville UNIVERSITY

Associate's Degree in Accounting-2019

AWARDS

NEW ACCOUNTANT OF THE YEAR

New York Accountancy Awards -2017

ACCOUNTANT OF THE YEAR

New York Accountancy Awards -2018

TAX TEAM LEAD OF THE YEAR

New York Accountancy Awards -2018

CONTACT

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EXPERIENCE

SEED INTELIGENCE - NEW YORK, NY

Accountant Assistant, JAN 2017 - AUG 2018

- Worked with spreadsheets, sales and purchase ledgers and journals.
- Prepared statutory accounts.
- Calculated and checked to make sure payments, amounts and records are correct.

GLOBEWORKS - BROOKLYN, NY

Accountant Manager, DEC 2018 - Present

- Performed periodic budgeting/modeling to project monthly cash requirements.
- Prepared financial and regulatory reports required by laws and regulations for the addition and opening of offices in New Jersey and Illinois.