**Dimitri K. Prince-Agbodjan**

3927 Deer Ridge #2c

Indianapolis, Indiana 46254

Phone: 317-946-8472 (Cell) / 317-492-9592 (Home) Email: [kprincea@iupui.edu](mailto:kprincea@iupui.edu)

U.S. Citizen

**Education**

Indiana University at Indianapolis - Kelley School of Business

Bachelor of Science in Business Double major: Accounting & Finance

GPA: 3.721/4.0 December 2013

Fluent in English & French.

Université de Lomé – Institut Universitaire de Technologie (IUT) de gestion

Associate in Applied Science Double major: Accounting & Finance

Excellent knowledge in SYSCOA (West Africa Accounting System).

Scheduled for the 1st part of the Certified Public Accountant certification.

**Honors and Awards**

* Dean’s Honor List Student in the Kelley School of Business Spring 2012 & 2013
* Dean’s List Highest Honors Academic Excellence (University College); spring 2010.

**Work Experience**

**May 2013 – Present Finance Co-Op, Regal Beloit Logistics**

* Analyze and reconcile general ledger accounts.
* Assist with budget, cost, and variance analyses to ensure proper allocation of overhead charges.
* Help with financial planning and modeling, assist with the preparation of operation budgets and accruals.
* Collaborate with Accounting shared services and finance teams across the U.S.
* Develop new financial reports and analyses summarizing data.
* Assist with PP&E yearly audit.
* Assist in other tasks as assigned.

**May 2012 – December 2012 Finance Co-Op, Regal Beloit Corp.,**

* Finance Co-Op (Analysis of trends in expenses, financial analyses, Audit, VCP and Ops reviews).
* Project tracking (Transportation and inventory), accounts and business segments analyses.
* Documented diverse processes and created a tacit knowledge base.

**Work Experience (Cont.’)**

**Jul. 2007 – May 2012 Customer Service/Cashier, Central Parking System**

* Strong customer skills – Difficult customer situations.
* Provided light mechanical and directional assistance to patrons.

**Oct. 2004 – Aug 2009 Distribution Associate, Brightpoint, Inc.,**

* Substitute team leader of “Overpack” (Cargo Department project) for a year.
* Trained newly hired associates (10 new associates) and created training documents and tacit knowledge base.
* Developed problems solving and communication skills; teamwork in interdepartmental situations.

**Apr. 2004 – Sept. 2004 Distribution Associate, Hat World, Inc.,**

* Multigroup projects involvement. Great adaptability to work in team. Performed inventory count.

**Feb. 2000 – Dec. 2002 Accountant, Totalfinaelf SA, (Oil Company)**

* Responsible of buildings, plants, and equipment entries and their specific accounts payable.
* Project manager of equipment inventories (tracking); project conducted throughout Togo (West Africa).

**Activities**

* Member of Indiana CPA Society (INCPAS), Since August 2012.
* Member of the National Society of Collegiate Scholars (NSCS) , Since January 2010.
* Volunteered at the Hamilton County Parks & Recreation and in the preparation of “LEMONADE DAY” 2010.
* Took part of the Beautification of IUPUI campus (April 2012).

3927 Deer Ridge #2c

Indianapolis, IN 46254

kprincea@iupui.edu

317 946 8472

11/4/2014

Hiring Manager

H.J. Umbaugh & Associates

8365 Keystone Crossing

Suite 300

Indianapolis, IN 46240

Dear Hiring Manager,

This letter is to express my interest in working for H.J. Umbaugh & Associates as part of its financial advisory team. My strong academic background in Accounting and Finance has empowered me to be a great addition to the firm.

My resume that highlights my knowledge in accounting and finance, and the different companies for which I worked the past few years is enclosed. During my time at my previous employment, I was able to improve the management of the property, plant, and equipment assets as a Junior Accountant at TOTAL Togo Inc., and I am a great asset in preparing and completing weekly and monthly reports as Financial Analyst Co-Op at Regal Beloit Corporation. The analysis and reconciliation of general ledger accounts as well as variance analyses are part of my regular tasks.

I am bilingual, possessing excellent written and verbal communication skills in English and French. Moreover, I am a self-motivated person with a strong attention to detail, and someone who possesses the ability to meet deadlines of multiple concomitant projects in a fast-paced environment and effective teamwork skills.

I am excited about an opportunity to help create value for H.J. Umbaugh & Associates’ stakeholders and I would appreciate the opportunity to review my qualifications in more detail. Please, do not hesitate to contact me at 317 946 8472 or kprincea@iupui.edu if you have any questions.

Best regards,

Dimitri K. Prince-Agbodjan