

## **STEVEN DAVIS**

Staff Accountant

Contact Information:

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Phone: (479) 922-4396

Location: Fresno, CA

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## **PROFESSIONAL SUMMARY**

Experienced accounting professional with 3+ years of progressive experience in financial reporting, analysis, and compliance. Proven track record of improving processes and delivering accurate financial information. Strong expertise in accounting principles and software applications.

## **TECHNICAL SKILLS**

- Cost Accounting
- Month-End Closing
- Budget Planning
- SOX Compliance
- Accounts Payable
- Bank Reconciliation
- Journal Entries
- Variance Analysis

## **SOFTWARE PROFICIENCY**

- VBA
- Google Workspace
- ERP Systems
- NetSuite
- Access
- SQL

## **PROFESSIONAL EXPERIENCE**

Advisor | Big Four Accounting Firm | 2023 - Present

- Led financial reporting and analysis for \$50M+ revenue company
- Managed month-end closing process and prepared financial statements
- Collaborated with cross-functional teams on strategic initiatives
- Implemented process improvements resulting in 20% efficiency gains
- Mentored junior staff and provided training on new procedures

Lead | Midwest Manufacturing Co | 2022 - 2023

- Prepared monthly financial reports and variance analysis
- Processed journal entries and maintained general ledger
- Assisted with budget planning and forecasting processes
- Reconciled bank statements and credit card accounts
- Supported audit preparation and documentation

Senior Financial Analyst | Global Finance Corp | 2022 - 2023

- Prepared monthly financial reports and variance analysis
- Processed journal entries and maintained general ledger
- Assisted with budget planning and forecasting processes
- Reconciled bank statements and credit card accounts
- Supported audit preparation and documentation

## **EDUCATION**

Master of Science in Taxation

University of Texas at Austin | 2015

**GPA: 3.6/4.0**

## **CERTIFICATIONS**

- CPA

## **ACHIEVEMENTS**

{generate\_achievements(experience\_years)}

## **REFERENCES**

Available upon request