

# **JESSICA PHILLIPS**

Financial Analyst

Contact Information:

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Location: Fort Worth, TX

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## **PROFESSIONAL SUMMARY**

Experienced accounting professional with 4+ 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**

- Accounts Receivable
- General Ledger
- Variance Analysis
- Year-End Closing
- Budget Planning
- Audit Support
- Payroll Processing
- Accounts Payable

## **SOFTWARE PROFICIENCY**

- Outlook
- Microsoft Office
- QuickBooks
- SQL
- VBA
- Access

## **PROFESSIONAL EXPERIENCE**

Associate | Excellence in Finance | 2020 - 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

## **EDUCATION**

Master of Business Administration

University of Wisconsin | 2022

**GPA: 3.9/4.0**

## **CERTIFICATIONS**

- CGA

## **ACHIEVEMENTS**

{generate\_achievements(experience\_years)}

## **REFERENCES**

Available upon request