

NICOLE ANDERSON

Staff Accountant

Contact Information:

Email: nicole.anderson@email.com

Phone: (441) 363-3438

Location: New York, NY

LinkedIn: [linkedin.com/in/nicoleanderson](https://www.linkedin.com/in/nicoleanderson)

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

- Journal Entries
- Budget Planning
- Bank Reconciliation
- Accounts Receivable
- Cost Accounting
- Financial Reporting
- Month-End Closing
- SOX Compliance

SOFTWARE PROFICIENCY

- Access
- SQL
- Outlook
- Python
- VBA
- ERP Systems

PROFESSIONAL EXPERIENCE

CPA | Global Finance Corp | 2022 - 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

Advisor | Comprehensive Accounting Services | 2021 - 2022

- 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 Business Administration

University of California, Berkeley | 2020

GPA: 3.2/4.0

CERTIFICATIONS

- CPA

ACHIEVEMENTS

{generate_achievements(experience_years)}

REFERENCES

Available upon request