

WILLIAM HARRIS

Staff Accountant

Contact Information:

Email: william.harris@email.com

Phone: (170) 736-9507

Location: Phoenix, AZ

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

PROFESSIONAL SUMMARY

Dedicated accounting professional with 2+ years of experience in general accounting and financial reporting. Strong attention to detail and excellent organizational skills. Seeking to advance career in accounting with focus on process improvement and professional growth.

TECHNICAL SKILLS

- Investment Analysis
- Variance Analysis
- Valuation
- Sensitivity Analysis
- KPI Development
- Portfolio Management
- Dashboard Creation
- Data Analysis

SOFTWARE PROFICIENCY

- Peachtree
- Financial Software
- Power BI
- Python
- Payroll Software
- Word

PROFESSIONAL EXPERIENCE

Payroll Manager | Elite Tax Services | 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

Senior Accountant | Premier Business Advisors | 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 Finance

University of Michigan | 2018

GPA: 3.4/4.0

ACHIEVEMENTS

{generate_achievements(experience_years)}

REFERENCES

Available upon request