

Best Experienced Accountant/Manager, CPA

10000 Success Blvd.

Houston, TX 77062

Ph. 281-555-1234 * bestexpacct@gmail.com

SUMMARY & SKILLS

Degreed Accountant and CPA offering a broad range of experience in public accounting and various industries including E&P, Energy and Construction. An accomplished manager and individual contributor who consistently seek ways to improve process that impact the bottom line. Recognized for developing staff and building effective teams that consistently meet project and reporting deadlines. Professional experience includes:

- General & Financial Accounting
- Management Reporting & Analysis
- Budgeting/Forecasting
- Merger & Acquisition Modeling & Analysis
- GAAP Research
- External Audit Coordination
- Exceptional Interpersonal Skills
- MS Excel: macros and beginner VB
- Microsoft Access – beginner SQL
- AS400 & CYMA Accounting Software

EXPERIENCE

Eastern Energy International

March 2004 – Present

(EEI a Subsidiary of Eastern Corp)

International division of Eastern Corp. which is responsible for acquiring, developing and operating Eastern Corp operating assets outside of North America. Operations include energy generation, pipeline, and trading & marketing businesses

Director of Financial Planning and Analysis March 2006 – Present

Manager Technical Accounting & Research March 2004 – Feb. 2006

Member of 13-person Controller's group within the Finance and Planning Department, providing purchase accounting, analysis, US GAAP research, operations accounting, and management reporting.

- Provide front-end due diligence/review of GAAP assumptions during the deal modeling process.
- Propose accounting treatment for purchase accounting issues and the overall purchase allocation for businesses acquired.
- Research acquisition & general accounting issues and support EEI positions to external auditors.
- Work with foreign subsidiary controllers to understand foreign vs. US GAAP differences.
- Train foreign subsidiary controllers on US purchase accounting.
- Largest acquisition project was a step-acquisition worth over \$1 Billion.

Sutton Corporation International

August 1997 – March 2004

Largest worldwide owner/operator of nursing homes with operations in North & South America, Europe and Australia.

Senior Financial Analyst - Corporate Development June 2000 - March 2004

Member of 4-person analysis group, within the corporate development department, which provided all the analysis support for Sutton's acquisition efforts.

- Analyzed the historical operating results of acquisition targets.
- Analyzed the financial and economic effects of company dispositions and real estate transactions.
- Prepared pro-forma modeling scenarios and proposed purchase offers for acquisition targets, with input from operations personnel and deal negotiators.
- Stayed with deals from analysis through the transaction closing process.

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Regional Vice President of Finance –Great Lakes Region - April 1999- June 2000

Member of 6-person management team for a major region of Sutton's North American operations, producing \$200 Million in annual revenues.

- Provided management reports for decision making.
- Coordinated the annual regional budget process and supported the regional president in his presentation of the budget to corporate management.
- Analyzed monthly operating statements and reported results to the regional management team.
- Acted as regional accounting liaison with the corporate office.
- Provided analysis support for various regional construction and acquisition projects.

Acquisition Support Supervisor – Corporate Office - August 1997 – March 1999

Trained and supervised six accountants for the acquisitions accounting and transition support dept.

- Supervised the purchase accounting function for numerous business and real estate acquisitions and dispositions.
- Reviewed acquisition opening entries, including support documentation, and the related investment entries.
- Coordinated with all other corporate support departments during the assimilation process for newly acquired businesses
- Worked directly with internal and external auditors during the annual corporate audit.

Golden Management & Trust Company

April 1995– July 1997

Managers of investment portfolios, primarily pension funds and high net worth clientele.

Senior Account

Member of 4-person accounting department headed by the Controller.

- Responsible for producing weekly and monthly financial and management reporting to the company President and the Board of Directors.
- Prepared annual reports for the Department of Banking and various insurance companies.
- Created and/or reviewed all entries to the accounting system.
- Reconciled bank accounts and investment portfolios.
- Generated A/R aging, budget reports, fee income estimates

Deloitte Haskins & Sells, Houston

June 1994 – April 1995

One of the big five public accounting firms.

Staff Accountant – Audit Department

- Performed a variety of audit work on all balance sheet accounts as well as revenues and expenses.
- Identified areas in which client management could improve accounting methods, operational efficiency and internal controls.
- Audit clients included mortgage companies, manufacturing firms and government agencies.

EDUCATION, LICENSES & PROFESSIONAL MEMEBERSHIPS

Rice University

BBA Accounting – 1994

CPA – Texas, License #12345

American Institute of CPAs

Qualified by experience to sit for the Accreditation in Business Valuation Exam

Note – Variations to Summary Section:

Degreed Accountant and CPA offering a (broad range of experience) or (well rounded background) or (well developed technical skills) in (public accounting as well industry experience) (various industries including energy, construction, service etc...). (A self starter and individual contributor who consistently seeks ways to improve process that impact the bottom line.) or (An accomplished manager in developing staff and building effective teams that consistently meet project and reporting deadlines.) Professional experience in (financial accounting and reporting) or (whatever area your strength is in) with emphasis in the following areas:

This is one of several sample resumes used by Metcalf Resources to assist our candidates in preparing a quality resume that will set them apart from others. We hope find it helpful. You might also want to review the **Anatomy of a Resume** document for further assistance.

In addition to assisting our candidates with their resume we also provide assistance in preparing them for the 1st interview, 2nd interview and the offer. For additional assistance with resume writing, interviewing skills, or general career questions, you may contact me at:

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