
Accounting Supervisor Resume

Job Objective

Seeking dependable agency in which my Accounting Supervisor skills can advance and grow with the company.

Highlights of Qualifications:

- Remarkable accounting experience in a large corporate environment
 - In-depth knowledge of GAAP, and Accounting standards
 - Familiarity with income statements, free cash flow statements, and working capital analysis
 - Proficient with SAP, Word, Excel, and PowerPoint
 - Skilled in using database and accounting software
 - Excellent verbal, written and interpersonal communication skills
 - Ability to prepare and present financial statement
 - Exceptional ability to handle various tasks simultaneously, organize, prioritize and work under deadlines
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Professional Experience:

Accounting Supervisor, August 2005 to till date
Aureus Group , Seattle, WA

- Prepared annual working Budget, Tax Levy, Budget and Appropriation Ordinance.
- Reconciled bank accounts and verified the bank balance with the general ledger.
- Developed ad hoc reports and special projects as requested by operating and corporate accounting departments.
- Assisted the management in preparing annual audit and quarterly reviews.
- Maintained financial reporting systems to ensure integrity of finances based on sound accounting procedures and controls.

Accounting Supervisor, June 2002 to July 2005
AmeriCold Logistics, Seattle, WA

- Ensured completion of regular safety inspections of office areas and equipments.
 - Fostered a working environment that promoted safe work habits and active participation in the agency's risk management program.
 - Supervised team of accountants and respective accounting functions.
 - Assured various positions and duties flowing smoothly on a daily, weekly and monthly basis.
 - Analyzed and approved journal entries, analysis and reconciliations.
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Education:

Bachelor's Degree in Accounting, Southern Virginia University, Buena Vista, VA

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