
Automotive Controller Resume

Job Objective

Long time Automotive Controller seeks position with your company where I can work with others who have the same drive and integrity that I would bring to the job.

Highlights of Qualifications:

- Deep knowledge of automotive accounting software
 - Wide knowledge of dealership financial statements
 - Ability to prepare and submit required statements and reports
 - Ability to perform processing of vendor payables and check runs
 - Ability to track and follow-up of any vendor warranty issues
 - Ability to explain technical financial information in an understandable manner
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Professional Experience:

Automotive Controller
King Automotive Group, Whitehall, NY
August 2005 – Present

- Formulated annual tax returns for facilitating the tax returns process.
- Administered drafting of financial statements, annual budgets, business activity reports and financial position forecasts.
- Ministered employees and delegated authority for management of financial instruments.
- Managed requests for disbursements and oversaw financial activities.
- Analyzed the performance of accounting and financial staff.
- Maintained profitable relationships with banking, insurance and non-organizational accounting personnel.

Automotive Controller
Hertrich Family of Automobile Dealers, Whitehall, NY
May 2000 – July 2005

- Imparted aid to Corporate Officers and handled financial statement management.
 - Conducted financial forecasts and managed cash.
 - Handled reconciliation of general ledger.
 - Administered all accounting personnel.
 - Ensured adherence to government requirements and changes.
 - Management and oversight of all accounting personnel.
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Education:

Bachelor's Degree in Business Administration
Texas Southern University, Houston, TX

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