
CHARTERED ACCOUNTANT RESUME

Job Objective:

To obtain a Chartered Accountant position with a reputable organization.

Highlights of Qualifications:

- Ability to Interpret and translate oral or written data into clear and concise management report
 - Complete Knowledge of the basics of accounting packages
 - Able to listen to and comprehend complex instructions
 - Great ability to reconcile accounts, records, reports and journals
 - Excellent analytical thinking, decision making and problem solving skills
 - Highly proficient in PC including Hyperion Essbase, and MS Office applications
 - Trustworthy individual with strong ethics and integrity
 - Knowledge of generally accepted accounting principles (GAAP)
 - Ability to make sound decisions, and accurate judgment in a timely manner
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Professional Experience:

Chartered Accountant, August 2005 – Present
Sony, Dallas, GA

- Provided costing information for management, introduced cost cutting methods and assisted the organization to determine suitable selling prices.
- Ensured to seek information with matters concerning the formation, financial structure and liquidation of limited companies.
- Liaised with clients (individuals and businesses) and provided financial information and advice.
- Reviewed the company's systems and analyzed risk.
- Performed tests to check financial information and systems.
- Advised clients on tax planning (within current legislation to enable them to minimize their tax liability).

Chartered Accountant, May 2000 – July 2005
Kenwood, Dallas, GA

- Maintained accounting records and prepared accounts and management information for small businesses.
 - Suggested clients to merge and acquire companies in order to expand business.
 - Advised clients to develop and deal with insolvency specific areas of business.
 - Detected & prevented fraud, and managed & assisted junior colleagues.
 - Prepared financial statements, including monthly and annual accounts.
 - Prepared financial management reports, including financial planning and forecasting.
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Education:

Associate Degree in Charted Accounting, Florida Atlantic University, Boca Raton, FL

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