
Construction Controller Resume

Job Objective

Enthusiastic Construction Controller seeks a company where my personality and Construction Controller skills would enable me to have the security and longevity that I am looking for

Highlights of Qualifications:

- Remarkable experience of managing accounts payable and receivable
 - Wide knowledge of Generally Accepted Accounting Principles (GAAP)
 - Familiarity with Federal, State and Local labor laws, wage and hour laws
 - Proficient with Excel spreadsheets, MS access and Powerpoint
 - Solid understanding of cost accounting and batch process accounting systems
 - Ability to compare expenses to project budget and review purchases
 - Ability to apply historical and standard costs and estimate data
 - Ability to develop cost estimates by analyzing construction documents
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Professional Experience:

Construction Controller
The Avalon Group, New York, NY
August 2005 – Present

- Managed accounting and supervised project operations.
- Monitored inventory systems and administered sub-contractors.
- Supervised project expense and designed project plans.
- Provided project control annual budget information.
- Established cost estimates by evaluating construction documents.

Construction Controller
Trandon Associates, Inc., New York, NY
May 2000 – July 2005

- Administered timely submittal of financial reports.
 - Reviewed accounting system activity and accounts payable and receivable.
 - Oversaw employee benefits administration and payroll functions.
 - Supervised operational accounting activities and maintained the system of accounts.
 - Conducted financial reporting evaluation.
 - Coordinated outside reviews and tax preparation.
 - Aided financial forecasting modeling and budgeting.
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Education:

Bachelor's Degree in Accounting
Idaho State University, Pocatello, ID

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