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## Hedge Fund Accountant Resume

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### Job Objective

To obtain a Hedge Fund Accountant position and utilize my experience and skills for the successful completion of each job task.

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### Highlights of Qualifications:

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- Sound knowledge of hedge fund and private equity fund regulatory and accounting principles
  - A great deal of experience working in a public accounting firm and within the hedge fund industry
  - In depth knowledge of regulatory and accounting issues for registered products
  - Excellent Research and Writing skills
  - Excellent communication skills (written and verbal)
  - Ability to work under pressure and meet deadlines
  - Excellent analytical, consultation, communication and judgment skills
  - Trustworthy individual with strong ethics and integrity
  - Ability to make sound decisions, and accurate judgment in a timely manner
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### Professional Experience:

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Hedge Fund Accountant, August 2005 – Present  
Stephen James Associates, Poway, CA

- Conciliated funds cash and securities to external sources.
- Investigated internal differences between the accounting and trade entry systems; and administered pricing the fund portfolios.
- Issued profit and loss statements and analyzed funds performance on a daily and monthly basis.
- Computed accounting entries and performed month end close processes.
- Liaised between clients and prime brokers and counterparties.
- Coordinated with auditors to finalize fund year end financial statements.

Hedge Fund Accountant, May 2000 – July 2005  
Stone Coast Fund Services LLC, Poway, CA

- Prepared financial reports on monthly, quarterly and annual basis.
  - Administered continuous cash reconciliation procedures for fund investment purposes.
  - Liaised with Fund's independent auditors and offshore administrator.
  - Communicated performance results to investors and resolved their queries.
  - Partnered and communicated with various internal business units.
  - Demonstrated to implement new product accounting and operational procedures.
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### Education:

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Bachelor's Degree in Finance, Ashford University, Clinton, IA

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