
Inventory Accountant Resume

Job Objective

Seeking an Inventory Accountant position that offers an immediate challenge, career opportunity, and advancement.

Highlights of Qualifications:

- Certified Public Accountant with experience in manufacturing company and auto industry accounting
 - A great deal of experience with accounting information systems
 - Basic understanding of GAAP and other accounting guidelines
 - Profound knowledge of Inventory policies and procedures
 - Ability to generate, format, and analyze various accounting reports
 - Ability to solve problems and introduce countermeasures
 - Proficient with basic MS Office applications (Excel, Word, MS Access)
 - Strong interpersonal and communication skills
 - Excellent problem solving and analytical skills
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Professional Experience:

Inventory Accountant, August 2005 – Present
Millipore, Wheeling, IL

- Provided functional advice and guidance to internal clientele on several inventory topics.
- Developed, interpreted, and ensured the consistent application of Inventory policies.
- Provided financial support to assigned area's of responsibility as required by operational, corporate staff and auditors.
- Managed to identify, investigate and correct errors in a timely manner to ensure the validity of financial data.
- Demonstrated to identify, initiate and promote process improvements to enhance productivity and efficiency.

Inventory Accountant, May 2000 – July 2005
Sunrise Systems Inc, Wheeling, IL

- Implemented cost effective systems of control over capital, operating expenditures, manpower, wages and salaries.
 - Ensured accuracy of the physical inventory and reported results.
 - Performed audits to ensure product and labor costs are accurate and ensured to record bill of material and price code changes.
 - Prepared monthly reports of results, monthly forecasts, annual operating plan strategic planning and distribution.
 - Discussed production and costing issues with plant management.
 - Reviewed costs, material costs, manufacturing process, distribution and returns of inventory levels.
 - Analyzed surplus and outdated inventory items on monthly basis.
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Education:

Bachelor's Degree in Finance and Economics, University of Tampa, Tampa, FL

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