
Retail Accountant Resume

Job Objective

Seeking a Retail Accountant position where my accounting skills will be further developed.

Highlights of Qualifications:

- Certified accounting professional with strong accomplished experience in retail accounting
 - Proficient in MS office suite (Excel, MS-word, MS-Access), PeopleSoft Financials, MAS500, Cognos and GL Packages
 - Good understanding of payroll procedures and tax laws and regulations at state level
 - Ability to apply GAAP to Company's accounting practices
 - Strong analytical and organizational skills
 - Amazing ability to learn new software analytical tools
 - Ability to calculate discounts, interest, commissions, and percentages
 - Excellent interaction and customer service skills
 - Remarkable ability to work within tight deadlines and to handle competing priorities effectively
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Professional Experience:

Retail Accountant, August 2005 – Present

La-Z-Boy, Elkhorn, NE

- Prepared monthly detail reconciliations and account analysis, payroll, prepaid assets, accounts receivable, cash, and accruals.
- Reviewed expenses each month to ensure proper matching of cost against revenue.
- Researched expense variances and performed appropriate adjustments.
- Monitored and maintained inventory reconciliation.
- Managed accounting for capital purchases and disposals including the maintenance of depreciation schedules.
- Prepared month end financial statements and supporting schedules as well as variance analyses for consolidation.

Retail Accountant, May 2000 – July 2005

Robert Half Finance & Accounting, Elkhorn, NE

- Ensured timely and accurate retail financial statements.
 - Performed quarterly store impairment analysis.
 - Monitored and reconciled general ledger activity and balances.
 - Reviewed project cost coding and reasonableness related to new store development.
 - Calculated monthly expense cutoff; reconciled prepaid and accrued expense accounts.
 - Reviewed monthly depreciation levels and fixed asset ledger.
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Education:

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

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