

Nathan Rhodes

Associate, Fund Accounting

📞 (305) 555-1234

✉️ nathan.rhodes@email.com

🌐 linkedin.com/in/nathanrhodes

📍 Miami, FL 33145

STRENGTHS

- 🔍 **Analytical Skills**
Displayed aptitude for assessing complex financial data, allowing swift identification of discrepancies.
- 👥 **Collaboration**
Fostered successful teamwork dynamics that streamlined project timelines from concept to completion.
- 👁️ **Detail Orientation**
Maintained rigorous attention to detail which contributed significantly to audit preparedness and process accuracy.
- 🔑 **Regulatory Knowledge**
Demonstrated strong comprehension of GAAP regulations that resulted in consistently compliant reporting.
- 🕒 **Timeliness**
Promoted significant deadline adherence by planning financial workflows strategically without compromising quality.

SKILLS

Fund Accounting

Financial Reporting

General Ledger Systems Excel

Financial Analysis Compliance

Attention to Detail

Cash Reconciliation

Stakeholder Communication

Process Improvement

Audit Preparation

Balance Sheet Analysis

Net Asset Value Calculation

Investor Reporting

SUMMARY

Eager accounting professional dedicated to maintaining financial integrity and supporting the growth of investment partnerships. With five years in fund accounting, adept at managing complex ledgers and conducting thorough reconciliations that bolster transparency. Proven track record in facilitating accurate financial closes while meeting tight deadlines. Long-standing commitment to enhancing operational efficiency through strategic collaboration, nurturing finance teams, and contributing insights on best practices. Excited to bring expertise in compliance and reporting to contribute positively to Bayview Asset Management's mission.

EXPERIENCE

Fund Accountant

Blue Horizon Investments 📅 June 2022 - Present 📍 Miami, FL

Focused on delivering thorough fund accounting services across a diverse portfolio of investment partnerships. Ensure integrity and accuracy of records while coordinating effortless communication with private equity stakeholders.

- Maintain accurate books and records for multiple investment partnerships, confirming compliance with policies.
- Coordinate daily investment activities including payments and documentation for acquisitions.
- Assist in monthly close processes with fund administrators, enhancing net asset value calculations.
- Prepare cash and investment account reconciliations, vital for ensuring correctness and transparency.
- Analyze balance sheet discrepancies, delivering actionable insights leading to process corrections.
- Support year-end audits by preparing necessary statements and confirmations, increasing investor confidence.

Junior Accountant

Greenwood Financial Group 📅 August 2019 - May 2022 📍 Fort Lauderdale, FL

Contributed efficiently to the foundational aspects of financial reporting within an ambitious team focused on servicing high-stakes investment portfolios. Played a key role in fostering investor trust.

- Assisted in and monitored financial records while preparing essential monthly financial statements.
- Collaborated closely on general ledger entries, ensuring alignment with GAAP regulations.
- Supported investor reporting package preparation, fostering better channels of communication with stakeholders.
- Conducted standard balance sheet reconciliations while assisting in allocations of net income distributions.
- Engaged actively in audit preparedness, equipping documentation materials that influenced reviews.
- Streamlined accounting procedures through process enhancements obtained by comprehensive analysis.

Accounting Intern

Greenlight Capital 📅 June 2018 - July 2019 📍 Miami, FL

A dynamic internship providing exposure to multiple financial operations and assessments vital to investment funds' success. Sharpened skills under experienced accountants in a supportive learning environment.

- Supported maintenance of financial records and transaction processing for various investment funds.
- Conducted reconciliations and assisted in crucial financial report compositions ensuring accurate data delivery.

Regulatory Compliance

Team Collaboration

LANGUAGES

English Native

Spanish Proficient

MY CAREER



● Fund Accountant at Blue Horizon Investments (4.2 Years)

● Junior Accountant at Greenwood Financial Group (2.8 Years)

● Accounting Intern at Greenlight Capital (1.1 Years)

- Gained valuable hands-on experience implementing Oracle and Excel while striving for excellence.
- Engaged with senior accountants researching compliance needs impacting financial practices today.
- Collaborated with varied teams ensuring timely execution of critical accounting tasks and projects.
- Presented key findings amplifying experiences to improve departmental performance metrics.

LEADERSHIP & AWARDS

- Excellence in Financial Accuracy Award at Blue Horizon Investments for three consecutive quarters.
- Top Performer Recognition awarded by Greenwood Financial Group for exceptional contributions during audits.

EDUCATION

Bachelor's Degree in Accounting

University of Florida 🎓 GPA: 3.8 📅 2018 📍 Gainesville, FL

Coursework: Financial Reporting, Taxation, Auditing, Investment Management

CERTIFICATIONS

- Certified Public Accountant (CPA) 📅 Expected 2026
- QuickBooks Certified User 📅 2023

TECHNICAL SKILLS

- **Fund Accounting Software:** Oracle, QuickBooks, SAP
- **Data Analysis Tools:** Excel, Tableau, Google Analytics
- **Reporting Technologies:** Hyperion, Power BI, Cognos
- **Compliance Standards:** GAAP, IFRS, SEC Regulations
- **Communication Tools:** Slack, Microsoft Teams, Zoom
- **Office Productivity:** Microsoft Office, G Suite, Adobe Acrobat
- **Project Management Frameworks:** Agile, Waterfall, Six Sigma
- **Investment Platforms:** Bloomberg, Eikon, Morningstar
- **Database Management Systems:** SQL, NoSQL, Microsoft Access
- **Audit Tools:** CaseWare, IDEA, TeamMate

PROFESSIONAL AFFILIATIONS

- Florida Institute of CPAs, Member
- American Accounting Association, Member

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST