

STRENGTHS

-  **Analytical Thinking**
Expertly analyzed complex financial datasets leading to clearer decision-making for clients and management.
-  **Effective Communication**
Built rapport with international clients, commonly sought for clear and concise information delivery.
-  **Team Leadership**
Established a collaborative environment, garnering strong feedback from team members for mentoring support.
-  **Problem Solving**
Successfully resolved client discrepancies through thorough investigation, fostering long-term trust.
-  **Training Development**
Designed engaging training programs for staff, making them more competent and efficient in their roles.

SKILLS

- Fund Accounting
- Financial Analysis
- Process Improvement
- Client Relations
- Team Leadership
- Training and Development
- Risk Management
- Microsoft Excel
- Financial Reporting
- Regulatory Compliance
- Issue Resolution
- Communication Skills
- Time Management
- Data Analysis
- Adaptability

SUMMARY

Detail-oriented finance professional with over 3 years of fund accounting experience. Proven ability to resolve discrepancies and ensure client satisfaction through accurate processing and adherence to service level agreements. Strong analytical skills supported by effective communication and organizational abilities underscore operational efficiency. Actively leads team initiatives, provides training, and champions process improvements that enhance workflow and reduce errors. Collaborates seamlessly across diverse teams to maintain high standards of service delivery while adapting to client needs and driving performance.

EXPERIENCE

Senior Fund Accountant

Global Finances Corp

 June 2025 - Present

 Kansas City, MO

- Lead fund accounting services for a diverse client base. Manage financial reconciliations, compliance auditing, and reporting accuracy which drives seamless operational execution.
- Deliver high-quality fund accounting services ensuring compliance with internal standards and timely reporting.
 - Collaborate with cross-functional teams and external stakeholders to address and resolve client service issues, enhancing overall satisfaction.
 - Lead training initiatives for junior accountants, fostering continuous learning and development within the team.
 - Conduct detailed financial analysis and reporting, ensuring accuracy in all calculations and documentation.
 - Spearhead process improvement projects that streamline workflows, resulting in an increase in efficiency in fund reconciliation.
 - Manage daily operations including personnel assignments and workflow coordination, maintaining adherence to deadlines.

Fund Accountant

Capital Asset Management

 July 2023 - May 2025

 Kansas City, MO

- Supported fund accounting operations contributing to regulatory compliance and accurate financial reporting for various funds.
- Assisted in preparation of financial statements ensuring reports were completed accurately and on time.
 - Developed and maintained strong relationships with clients and partners to facilitate seamless communication and issue resolution.
 - Analyzed financial data trends and prepared comprehensive reports for management review.
 - Participated in training sessions to improve knowledge of financial products and accounting software.
 - Contributed insights on processes during team meetings to identify improvements.
 - Enhanced operational effectiveness through collaboration within the accounting team.

Junior Fund Accountant

Finance Solutions Group

 August 2021 - June 2023

 Omaha, NE

- Assisted in various aspects of fund accounting including transaction processing, financial report preparation, and records maintenance.
- Engaged in fund accounting operations ensuring transactions were processed accurately and timely.
 - Supported senior accountants in preparing financial reports including balance sheets and income statements.
 - Collaborated with internal teams to identify and rectify discrepancies in financial data.
 - Maintained meticulous records to align with company policies and procedures.
 - Proactively addressed client queries regarding fund performance.

LANGUAGES



MY CAREER



- Senior Fund Accountant at Global Finances Corp (1.2 Years)
- Fund Accountant at Capital Asset Management (1.8 Years)
- Junior Fund Accountant at Finance Solutions Group (1.8 Years)

- Participated in ongoing training to broaden expertise in fund accounting principles and regulations.

LEADERSHIP & AWARDS

- Outstanding Employee Award at Global Finances Corp for exemplary contribution to client service quality.
- Recognition for leadership in training initiatives that improved onboarding efficiency for new hires.

EDUCATION

Bachelor's Degree in Finance
University of Nebraska Omaha 🎓 GPA: 3.7 📅 2021 📍 Omaha, NE
Coursework: Financial Accounting, Corporate Finance, Investments, Financial Analysis

CERTIFICATIONS

- Certified Fund Specialist (CFS) 📅 2025
- Chartered Financial Analyst (CFA) Level I 📅 2026

TECHNICAL SKILLS

- **Accounting Software:** QuickBooks, Oracle Financial Services, SAP
- **Collaboration Platforms:** Microsoft Teams, Slack, Google Workspace
- **Financial Analysis Tools:** Excel, Tableau, Power BI
- **Reporting Standards:** GAAP, IFRS, ACA
- **Compliance Systems:** SOX, SEC Regulations, PCAOB
- **Financial Modeling Tools:** Deloitte Risk Analytics, Moody's Credit Edge, CapIQ
- **Document Management:** SharePoint, DocuSign, Dropbox
- **Transaction Processing Systems:** FIS InvestOne, SunGard, BlackRock Aladdin
- **Risk Management Applications:** RSA Archer, LogicManager, RiskWatch
- **Training Effectiveness Measurements:** Kirkpatrick Model, Phillips ROI Methodology, Lean Six Sigma

PROFESSIONAL AFFILIATIONS

- Member of the National Association of Accountants promoting best practices in finance.
- Volunteer coordinator for local community service events, enhancing corporate social responsibility.

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST