

Angel Payne

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SUMMARY

Senior financial analyst with six years of progressively responsible accounting and financial reporting experience across higher education and public sector environments. Work includes GASB reporting, **fund accounting**, financial statement preparation, cost analysis, regulatory reporting, forecasting, audit coordination, **internal controls**, and authoritative accounting research. Career progression reflects increasing ownership of year end close, interim reporting, management analysis, policy development, transaction review, and department advisory work. Advanced Microsoft Excel, Access, Word, and institutional **financial systems** support accurate analysis and practical process improvement. CPA credential complements a **bachelor's degree** in accounting and hands on experience translating technical guidance into clear policies, repeatable controls, and useful management reports. Collaborative work with finance leaders, auditors, and decentralized departments supports reliable reporting and sound institutional decisions.

EXPERIENCE

Senior Financial Reporting Analyst

January 2025 - Present

Lakeview Public University

Kalamazoo, Michigan

Lead technical **accounting** analysis and university wide reporting across complex funds, year end statements, forecasts, controls, system transactions, and regulatory schedules. Partner with auditors, finance leaders, and decentralized departments to convert authoritative guidance into practical decisions.

- Researched **GASB** guidance for complex fund classifications, documenting conclusions for university reporting decisions.
- Coordinated year end statement compilation, resolving audit requests through organized supporting schedules and reconciliations.
- Prepared interim forecasts connecting operating activity, **fund balances**, and variances for **finance** leadership review.
- Updated **accounting policies** and controls after evaluating reporting risks, workflows, and recurring department questions.
- Reviewed higher risk system transactions, correcting policy issues before final processing and posting.
- Reconciled reporting datasets with Excel and Access, producing repeatable schedules for regulatory submissions.

Financial Analyst

July 2023 - December 2024

West Michigan Community College

Battle Creek, Michigan

Produced fund accounting reports, **cost analysis**, forecasts, **audit schedules**, and policy guidance for academic and administrative units. Connected ledger activity with management decisions while supporting system adoption, control testing, and cross functional implementation.

- Produced **fund accounting** reports translating ledger activity into decision ready management information.
- Supported financial statement preparation by reconciling accounts, validating roll forwards, and tracing balances.
- Researched authoritative guidance and documented recommended accounting treatments for senior leadership review.
- Built Excel **forecasting** schedules for recurring revenue and expenses, improving interim visibility into results.
- Created process guidance that reduced coding and documentation errors across departmental financial system use.
- Mapped transaction workflows, tested revised controls, and communicated policy changes to business offices.

Staff Accountant

September 2020 - June 2023

Midstate Municipal Services Authority

Lansing, Michigan

Maintained governmental and **fund accounting** records across operating and restricted activities. Prepared reconciliations, statements, journal entries, cost allocations, audit support, transaction reviews, and workflow documentation for accounting and management teams.

- Maintained governmental records across operating and restricted funds, supporting accurate monthly reporting.
- Prepared statement schedules, journal entries, and cost allocations with documented reviewer support.
- Organized financial data in Excel and Access, identifying reconciliation differences for accounting teams.
- Reviewed transaction documentation against procedures, resolving incomplete coding with operating departments before posting.
- Assembled audit records, explained reconciliations, and tracked open requests through final resolution.
- Documented recurring workflows and recommended clearer review checkpoints for supervisors and accounting staff.

PROJECTS

University Reporting Control Review 📅 2025

Reviewed reporting workflows, transaction risks, and control documentation across decentralized university departments. Recommendations clarified review checkpoints and supported consistent policy application.

Fund Forecasting Schedule 📅 2024

Built an Excel based forecast schedule connecting recurring revenue, expenses, fund balances, and expected year end results for management review.

LEADERSHIP & AWARDS

- CPA credential recognized by Michigan accounting leadership for technical reporting expertise.
- Selected for expanded reporting responsibilities after earning trust through accurate audit support.
- Recognized by finance managers for clear guidance during policy and system changes.

EDUCATION

Bachelor's Degree in Accounting
Western Michigan College GPA: 0
Coursework: Financial accounting, auditing, taxation, information technology

2020
Kalamazoo, Michigan

CERTIFICATIONS

- Certified Public Accountant, Michigan 📅 2024
- Microsoft Excel Specialist 📅 2023

TECHNICAL SKILLS

- **Governmental Accounting:** GASB, fund accounting, public sector reporting
- **Financial Reporting:** Financial statements, management reports, interim reporting
- **Cost Analysis:** Cost information, variance analysis, cost allocations
- **Audit Support:** External audits, audit schedules, request tracking
- **Forecasting:** Revenue forecasts, expense forecasts, fund projections
- **Microsoft Office:** Microsoft Excel, Microsoft Access, Microsoft Word
- **Accounting Controls:** Internal controls, review checkpoints, transaction controls
- **Accounting Policy:** Accounting policies, procedures, authoritative guidance
- **Financial Systems:** System evaluation, transaction processing, workflow review
- **Regulatory Reporting:** Regulatory filings, external reporting, compliance schedules
- **Data Reconciliation:** Account reconciliations, roll forwards, exception analysis
- **Higher Education Finance:** University reporting, decentralized departments, institutional funds

SKILLS

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|------------------------|------------------------|-----------------------|-----------------------------|
| • GASB | • Regulatory Reporting | • Accounting Research | • Microsoft Excel |
| • Fund Accounting | • Management Reporting | • Internal Controls | • Microsoft Access |
| • Financial Statements | • Forecasting | • Policy Development | • Cross Functional Projects |
| • Cost Analysis | • Audit Coordination | • Financial Systems | |

PROFESSIONAL AFFILIATIONS

- Association of Government Accountants member, strengthening public sector reporting practice.
- Michigan Association of CPAs member, supporting continuing accounting education and professional exchange.

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST