

Daniel Thompson

Senior Fund Accountant

(312) 555-0198

daniel.thompson@example.com

linkedin.com/in/danielthompson

4567 Oak St, Chicago, IL 60614

STRENGTHS

- Communication Skills**
Effectively relay complex financial information through seamless presentations and discussions, building trust.
- Strong Analytical Thinking**
Identified trends in financial data, promoting informed decisions and fostering an environment of growth.
- Team Collaboration**
Worked alongside cross-functional teams, enriching project outcomes and developing lasting professional partnerships.
- Client Relations**
Built enduring relationships with clients, delivering support that consistently surpassed expectations and earned loyalty.
- Regulatory Knowledge**
Staying ahead of changing regulations ensured financial compliance and minimized risk exposure for clients.

SKILLS

Fund Accounting

Financial Reporting

Reconciliations General Ledger

Auditing Investment Management

Accounting Software

Cash Management

NAV Calculation

Client Engagement

Analytical Skills

Regulatory Compliance

Capital Markets Team Leadership

Mentoring Process Improvement

SUMMARY

Dynamic Senior Fund Accountant brings over four years of experience in fund accounting with a focus on real estate private equity funds. Proven track record in managing financial statements and ensuring compliance with industry regulations creates significant value for organizations. Collaborated effectively with various teams to produce thorough financial reports while also providing mentorship to junior staff, improving overall team performance. Skilled at leveraging technical accounting principles to enhance operational efficiency, accuracy, and accountability within financial processes. Dedicated to fostering solid client relationships through exceptional service and proactive problem solving.

EXPERIENCE

Senior Fund Accountant

Great Lakes Investment Group 📅 June 2022 - Present 📍 Chicago, IL

In the role at Great Lakes Investment Group, oversee comprehensive fund accounting operations. Manage multiple client accounts specific to real estate private equity funds, ensuring timely and accurate reporting of financials. Collaborate closely with clients and external auditors during annual audits while mentoring junior accountants.

- Prepare and review financial statements, including Balance Sheets and Statements of Operations.
- Ensure integrity of general ledger records, including capital and investment transactions.
- Calculate Net Asset Values (NAVs) and reconcile cash balances at quarter-end.
- Deliver accurate reporting on Partner Capital and management fees while streamlining processes.

Fund Accountant

Starwood Capital Group 📅 August 2019 - May 2022 📍 Chicago, IL

Served as a Fund Accountant focusing on hedge funds and private equity portfolios. Successfully handled detailed reconciliations and passionately contributed to maintaining high-impact financial standards throughout the organization.

- Supported preparation of financial statements and internal reports necessary for executive decision-making.
- Established communication lines between clients, auditors, and internal departments to foster collaborative engagement.
- Executed precise calculations of management fees and interest accruals.
- Promoted process improvement initiatives which increased operational efficiencies.

Junior Fund Accountant

Pine Tree Equity Partners 📅 July 2018 - July 2019 📍 Chicago, IL

Gained valuable insight into fund accounting practices. Assisted in daily accounting operations that reinforced strong analytical skills and provided foundational knowledge applicable to all fiscal responsibilities.

- Contributed to closing procedures related to monthly financial reporting.
- Enhanced quality assurance practices by conducting audits on financial documents.
- Fostered team collaboration that strengthened workflow among junior counterparts.
- Developed skills with accounting software facilitating accurate data entry and analysis.

LEADERSHIP & AWARDS

- Recognized by management for improved auditing processes leading to favorable results in annual reviews.
- Recipient of Employee Recognition Award for outstanding customer service and client relationship management.

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Senior Fund Accountant at Great Lakes Investment Group (3.9 Years)

● Fund Accountant at Starwood Capital Group (2.8 Years)

● Junior Fund Accountant at Pine Tree Equity Partners (1 Years)

EDUCATION

Bachelor's Degree in Accounting

University of Illinois at Chicago 🎓 GPA: 3.8 📅 2019 📍 Chicago, IL

Coursework: Intermediate Accounting, Corporate Finance, Taxation, Auditing

CERTIFICATIONS

- Certified Public Accountant (CPA) 📅 2020
- Chartered Financial Analyst (CFA) Level II Candidate 📅 2021

TECHNICAL SKILLS

- **Accounting Tools:** QuickBooks, Oracle Financial Services, SAP
- **Spreadsheet Software:** Microsoft Excel, Google Sheets, Lotus Notes
- **Collaboration Tools:** Slack, Microsoft Teams, Zoom
- **Reporting Tools:** Tableau, Power BI, Crystal Reports
- **Tax Software:** TurboTax, H&R Block, Drake Tax
- **Compliance Software:** CCH Axxess, Wolters Kluwer
- **Data Management:** SQL, R, Alteryx
- **Documentation Tools:** SharePoint, Confluence, Asana
- **Finance Modelling:** Deloitte Methodology, KPMG Framework, EY Methodologies
- **Email Clients:** Microsoft Outlook, Gmail, Yahoo Mail

PROFESSIONAL AFFILIATIONS

- Member, American Institute of Certified Public Accountants (AICPA)
- Participant, Real Estate Investment Association

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST