

Daniel Thompson

(312) 555-0198 daniel.thompson@example.com linkedin.com/in/danielthompson 4567 Oak St, Chicago, IL 60614

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 June 2022 - Present
Great Lakes Investment Group 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 August 2019 - May 2022
Starwood Capital Group 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 July 2018 - July 2019
Pine Tree Equity Partners 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.

EDUCATION

Bachelor's Degree in Accounting 2019
University of Illinois at Chicago GPA: 3.8 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 1/2

- **Collaboration Tools:** Slack, Microsoft Teams, Zoom
- **Reporting Tools:** Tableau, Power BI, Crystal Reports
- **Tax Software:** TurboTax, H&R Block, Drake Tax
- **Compliance Software:** CCH Axcess, 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

SKILLS

- Fund Accounting
- Auditing
- NAV Calculation
- Capital Markets
- Financial Reporting
- Investment Management
- Client Engagement
- Team Leadership
- Reconciliations
- Accounting Software
- Analytical Skills
- Mentoring
- General Ledger
- Cash Management
- Regulatory Compliance
- Process Improvement

PROFESSIONAL AFFILIATIONS

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

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST