

PRINCIPAL ACCOUNTANT

Summary

Capable Accountant successful at managing multiple projects and consistently meeting deadlines under pressure. Extensive knowledge of accounting software and processes.

Highlights

- Financial statement analysis
- Lawson Financial knowledge
- PeopleSoft knowledge
- General ledger accounting
- Advanced computer proficiency (PC and Mac)

Experience

Principal Accountant Mar 2014 to Current

Company Name 1/4 City , State

- Compile reports and supporting schedules for inclusion in OPC's monthly financial/statistical operating reports and SEC filings as well as RUS (Rural Utilities Services) filings.
- Collaborated extensively with auditors during preliminary and year-end audit processes.

Senior Accountant - Revenue & Purchased Power

- Maintain revenue aspects to include billing, collections, and variance analysis
- Audit, balance, resolve, or reconcile discrepancies between payments, receipts, accounts, and/or source documents; posts transactions in accounts, journals, and ledgers
- Process and prepare Financial Statements for auxiliary companies under agreements with OPC
- Develop and maintain account hierarchies/codes within general ledger system and monitor system functionality
- Process and reconcile monthly debt costs, interest income/expense and investment income
- Assists in general accounting and finance work including asset inventory, budget, depreciation expense, and monthly bank reconciliations
- Mitigate process improvements to address overall departmental inefficiencies

Corporate Accounting Consultant Apr 2005 to Jun 2006

Company Name 1/4 City , State

- Participated in the largest Restatement in US history of financials in accordance with GAAP for accounting periods 1999-2004 as directed by Securities Exchange Commission (SEC)
- Assisted client management with analysis and assessment of internal controls including but not limited to documentation and testing of policies/procedures under guidelines established by Sarbanes Oxley Act (SOX)
- Compiled forensic data for use in multi-site facility reconciliations and federal investigations
- Audited testing of accounts to identify errors and prepare necessary adjustments in PeopleSoft
- Implemented process improvements for revenue analysis and quality controls for some 7000 G/L account/facility combinations

Financial Reporting Consultant Jul 2003 to Mar 2005

Company Name 1/4 City , State

- Reviewed and prepared consolidated Financial Statements, as well as footnotes to the financial statements and Management's Discussion and Analysis in Coke's 10-K and 10-Q
- Compiled the Quarterly earnings release with the review and preparation of the income statement
- Facilitated the preparation of the filings and maintenance of schedule
- Coordinated and prepared Sarbanes-Oxley documentation for the External Financial Reporting department
- Participated in the budget and forecast processes, SEC and tax reporting requirements, audit schedules, and various accounting projects
- Ensured the accuracy of reporting by standardizing daily procedures and effecting compliance

Controller Apr 1999 to Jul 2003

Company Name 1/4 City , State

- Assisted in the preparation of consolidated reporting for internal & external agencies
- Supervision of 3 direct reports (assistant controller, senior and staff accountants)
- Provided variance analysis to executive management highlighting key revenue metrics and market trends
- Advised executive management regarding current trends and liaison with external auditors
- Completed two corporate mergers and due diligence for audits as required by the SEC

Assistant Controller

- Responsible for oversight of GL, audit, budget, consolidation, and financial reporting processes
- Facilitated conversion of new accounting software and chart of account processes

- Supervision of 2 staff accountants and HR administrator
- Maintained corporate accounting functions, training of new employees, and special projects

Manager- Accounting

- Responsible for all accounting, general ledger, and financial statement reporting related to \$26M in domestic syndicated radio advertising sales revenue
- Developed and implement revenue recognition for unusual activities such as trade and cross-media deals
- Assisted with budget preparation and monitor key revenue and expense trends
- Prepared monthly close and variance analysis packages and all inter-company transfers for two operating companies and one consolidating business unit

Senior Financial Analyst Jan 1998 to Apr 1999

Company Name 1/4 City , State

- Compiled and reconciled annual sales on a monthly basis and review of corporate agreements
- Prepared monthly P & L statements for directors to measure performance against sales targets
- Prepared weekly corporate flash, monthly journal entries, and balance sheet reconciliation
- Monthly reporting of revenue and cost drivers of direct expenses for executives

Revenue Analyst May 1996 to Dec 1997

Company Name 1/4 City , State

- Responsible for monthly reporting of subscriber billing of regional cable service to affiliates, payment tracking, allocations, reversals, forecasts, actual, and journal entries
- Maintained collection issues and policies regarding payments, credits, and accounts status
- Heavy departmental and team interaction

Education

Master of Business Administration , Finance 2002 Rutgers University 1/4 City , State

Bachelor of Business Administration , Accounting 1991 Pace University 1/4 City , State

Skills

Microsoft Excel, Peachtree, PeopleSoft, SAP, Sarbanes-Oxley, SQL