

**BM**

# Brittany Murphy

Accounting professional and CPA with six years of experience preparing financial reports, reconciling accounts, and harvesting revenue loss by identifying banking errors. Works closely with the CFO as a financial adviser and key voice in strategic budgeting.

## Location

City, State Abbreviation  
Zip Code

## Phone

(123) 456-7890

## Email

email@example.com

## Website

LinkedIn | Portfolio

## Professional Experience

### October 2019 – Present

Senior Accountant | Epite Products | El Paso, Texas

- Decreased company financial errors by 10% during a two-year period
- Collaborates with company president and CFO to address strategic financial planning and arrange effective audits
- Prepares monthly closing and profit loss statements for C-suite leaders and board of directors
- Improves client relationships by resolving past-due and missed payments
- Expedited QuickBooks processes, training accounting support staff to utilize the program more efficiently

### June 2015 – October 2019

Staff Accountant | KMH Associates | Concord, New Hampshire

- Prepared debit and credit documents for a client base exceeding 200
- Assisted with weekly account audits
- Analyzed all client transactions with clients, vendors, and employees to ensure accuracy

## Education

TEMPLE UNIVERSITY | Philadelphia, PA

**September 2011 – June 2015** | Bachelor of Science (B.S.) Accounting

## Key skills

- Accounts payable/receivable
- Cross-functional collaboration
- Data analysis
- Financial planning
- QuickBooks
- Tax accounting

## Certifications

- Certified Public Accountant (CPA), New Hampshire State Board of Accountancy, 2015
- QuickBooks Certified ProAdvisor, QuickBooks, 2017