

MA

# Melissa Anderson

Results-driven CPA with over six years of experience, known for delivering strategic insight that drives fiscal efficiency and growth. Trusted advisor to C-suite executives. Known for streamlining accounting processes and ensuring impeccable financial reporting within manufacturing.

## Location

New York, NY, 12345

## Phone

(123) 456-7890

## Email

youremail@example.com

## Website

LinkedIn | Portfolio

## Professional Experience

### December 2019 – present

Senior Accountant | Epitome Products | New York, NY

- Oversee financial operations for a luxury goods portfolio generating \$50 million in annual revenue across three product lines
- Prepare 12 quarterly financial statements and KPI reports using Power BI to visualize performance across global luxury markets
- Supervise a team of six accounting professionals and oversee daily financial operations
- Boosted profit margins by 15% through collaborative development of pricing strategies for a limited-edition watch collection, working closely with C-suite team

### January 2022 – May 2023

Staff Accountant | KMH Associates, Concord | New Hampshire

- Managed accounts for a client base of over 200 small and medium-sized manufacturing and supply chain businesses
- Conducted weekly audits on at least 50 accounts to identify and rectify discrepancies totaling over \$1 million annually
- Reduced month-end closing time by 20% using Blackline to automate close and reconciliation

## Education

UNIVERSITY OF SYRACUSE | Syracuse, NY

**June 2015** | Bachelor of Science (B.S.) in Accounting

## Key skills

- Artificial intelligence (AI)-driven forecasting
- Cross-cultural financial communication
- Financial storytelling
- Foreign exchange risk mitigation
- High net-worth client relations
- Intellectual property valuation

## Certifications

- Certified Public Accountant, New York State, 2015
- QuickBooks Certified ProAdvisor, Intuit QuickBooks, 2017