

Amara Patel

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SUMMARY

Detail-oriented Mid Level Accountant with over 5 years of experience in financial reporting, budgeting, and auditing. Proven track record of improving financial processes and delivering accurate financial information to support business decisions.

EXPERIENCE

Staff Accountant

Jan 2022 - Present

Tech Innovations LLC, Denver, CO

- Reduced month-end closing process by 30%, resulting in quicker financial reporting.
- Streamlined accounts payable process, achieving a 20% reduction in processing time.
- Implemented new budgeting software, increasing forecast accuracy by 15%.

Junior Accountant

Jun 2018 - Dec 2021

Global Finance Group, Denver, CO

- Assisted in the preparation of financial statements for over 100 clients, ensuring compliance with GAAP.
- Identified discrepancies that saved the company \$50,000 annually through improved reconciliation processes.
- Contributed to a team that automated expense reporting, reducing manual entry errors by 40%.

Accounting Intern

Jan 2017 - May 2018

Local CPA Firm, Denver, CO

- Supported the audit team in collecting and analyzing financial data for audits.
- Helped prepare tax returns, achieving a 95% accuracy rate.
- Organized financial records which enhanced retrieval efficiency by 25%.

EDUCATION

Bachelor of Science in Accounting

May 2018

University of Colorado Denver, Denver, CO • GPA: 3.7

SKILLS

Technical Skills: Financial Reporting, Budgeting, GAAP Compliance, Tax Preparation

Tools & Frameworks: QuickBooks, Microsoft Excel, SAP, Oracle