

Jordan Patel

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SUMMARY

Experienced CPA with over 10 years in financial reporting, budgeting, and auditing. Proven track record of improving financial processes and reducing costs by implementing effective accounting strategies.

EXPERIENCE

Senior CPA

Jan 2022 - Present

ABC Financial Services, Los Angeles, CA

- Led a project that reduced monthly close time by 30%, allowing for quicker financial reporting.
- Implemented new budgeting software that decreased operational costs by 15%, saving the company over \$200,000 annually.
- Managed a team of 5 in conducting audits, ensuring compliance with GAAP and reducing errors by 25%.

Senior Accountant

Jun 2018 - Dec 2021

XYZ Corp, San Diego, CA

- Streamlined accounts payable processes, which resulted in a 20% reduction in processing time.
- Prepared detailed financial analysis reports that contributed to strategic decision-making, impacting a revenue increase of 12%.
- Trained and mentored junior accountants, improving team efficiency and skill level.

Staff Accountant

Jul 2015 - May 2018

123 Tax Advisors, San Francisco, CA

- Assisted in tax preparation and filing for over 100 clients, consistently achieving a 98% satisfaction rate.
- Developed and maintained a financial tracking system that improved data accuracy and reduced reconciliation time by 40%.
- Collaborated with cross-functional teams to prepare yearly budgets, ensuring alignment with company goals.

EDUCATION

Bachelor of Science in Accounting

May 2015

University of Southern California, Los Angeles, CA • GPA: 3.6

SKILLS

Technical Skills: Financial Reporting, Tax Compliance, Budgeting, Auditing

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