

AMELIA MOORE

Certified Public Accountant

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles

🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Accomplished Certified Public Accountant with 10 years of extensive experience in tax planning, financial reporting, and audit management. Expertise in developing and implementing strategic financial frameworks that drive efficiency and enhance compliance. Eager to leverage analytical skills and industry knowledge to support organizational goals and foster growth in a dynamic accounting environment.

WORK EXPERIENCE

Certified Public Accountant

Quantum Solutions LLC

📅 Mar / 2018-Ongoing

📍 Phoenix, AZ

1. Provided comprehensive tax compliance and planning services to a diverse client base.
2. Represented clients in IRS negotiations, successfully reducing penalties through effective communication.
3. Delivered individual income tax and financial consulting services to enhance client portfolios.
4. Conducted thorough tax research and communicated findings to clients and tax authorities.
5. Served small to medium-sized businesses, identifying their unique challenges and developing tailored solutions.
6. Performed public accounting services, including preparation of individual, corporate, and nonprofit tax returns.
7. Managed a high-performing accounting team to meet and exceed company objectives.

Certified Public Accountant

Lakeside Apparel Co

📅 Mar / 2015-Mar / 2018

📍 Chicago, IL

1. Designed and implemented cost budgets while managing payroll and payroll taxes effectively.
2. Provided a wide range of services including tax consulting and financial statement analysis.
3. Expanded business opportunities by building strong partnerships with clients during off-peak periods.
4. Streamlined onboarding processes for clients lacking accounting systems to prepare accurate financial statements.
5. Led annual audits for clients with revenues exceeding \$40 million, ensuring compliance and accuracy.

EDUCATION

Bachelor of Science in Accounting

University of Illinois

📅 Mar / 2012-Mar / 2015

📍 Portland, OR

Acquired foundational knowledge in accounting principles, financial reporting, and tax regulations.



SKILLS

Audit Compliance

Financial Planning

Accounting Principles

Drake Tax Software

Taxslayer Proficiency

INTERESTS

🏠 Home Brewing

🦋 Wildlife Conservation

🏃 Running

💡 Public Speaking

STRENGTHS

👍 Willingness

🧠 Wisdom

🔥 Zeal

💡 Ingenuity

LANGUAGES



English



Swahili



Russian

ACHIEVEMENTS

- 🌟 Successfully reduced client tax liabilities by an average of 20% through strategic tax planning.
- 🌟 Streamlined auditing processes, resulting in a 30% reduction in time spent on annual audits.

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R Barnett



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Manpower ,1970 **The Living Church** ,1955 *Collier's* ,1918 **New Accountant** ,1988 **Tobacco** Charles A. Lilley,L. S. Hardin,Thomas H. Delano,Wilfred Pocklington Pond,1919 California Accountant ,1985 **Guide to America's Federal Jobs** Bruce Maxwell,2005 Indexed for easy reference this volume is a comprehensive guide to federal openings in the U S and the world It includes information for all agencies and departments pay rates and vital tips on creating a federal resume applying online interviewing for federal jobs and more **American Lumberman** ,1918

Slam Dunk Resumes-- that Score Every Time! Steven Provenzano,1994 The secrets to writing a sharp focused and effective resume from a consultant who has written more than 3 000 Provenzano shows how to organize knowledge talents and achievements and use slam dunk writing and editing principles to transform a resume from boring to brilliant Includes dozens of before and after samples and 100 slam dunk resumes Alzheimer's--What They Forget to Tell You Caron Leid,2014-03 Although more and more people are being affected by Alzheimer s disease there is not enough information surrounding the true daily struggle of the disease Although parts of this story were extremely difficult to write and worse to ensure that the moments were captured exactly as they were it really is a personal journey This is a story to inspire people not to take any moment for granted This disease does not only rob a person of their memory it takes their dignity and independence with it It is a story of testing someone s resolve and realizing that life is truly what you make of it This story is dedicated to my mother I love her and I know there are still pieces of her still with me and that is what I hold on to I wish I had the information in this book when my mother was fi rst diagnosed with this horrible disease but a long with my story I have put in a lot of resources that are available to others It also shows that even though you don t think that you have strength you fi nd a way and you don t give up I hope my story inspires you and at least you can use something in this book whether the disease affects someone you know or for preventative care National Glass Budget ,1915 **The Tribune** ,1944 **Indonesian Capital Market Directory** ,2001 *The Rotarian* ,1955-02 Established in 1911 The Rotarian is the official magazine of Rotary International and is circulated worldwide Each issue contains feature articles columns and departments about or of interest to Rotarians Seventeen Nobel Prize winners and 19 Pulitzer Prize winners from Mahatma Ghandi to Kurt Vonnegut Jr have written for the magazine *National Underwriter* ,1973 *Federal Times* ,1976-09

Backpacker ,2007-09 Backpacker brings the outdoors straight to the reader s doorstep inspiring and enabling them to go more places and enjoy nature more often The authority on active adventure Backpacker is the world s first GPS enabled magazine and the only magazine whose editors personally test the hiking trails camping gear and survival tips they publish Backpacker s Editors Choice Awards an industry honor recognizing design feature and product innovation has become the gold standard against which all other outdoor industry awards are measured **Western City Magazine** ,1970

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