One - Page Career Action Plan

Name

Telephone number

E-mail address

**Staff Accountant/ CPA**

Budget Analysis Auditing

Tax Preparation Cost Estimation

**Position Statement**

Extensive experience in providing support to audit engagement teams by assisting with the planning and audits of processes and controls to ensure accuracy, competences, and reliability. Performed audit procedures, including obtaining, organizing, and analyzing financial data in accordance with Generally Accepted Accounting Principles.

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| **Auditing** | **Financial Analysis** | **Compliance** | **Communication** |
| Auditing of internal/external financial statements  Evaluation & assessment of internal controls  Audit team leader | Analyze business operations  Advise clients on financial and tax needs  Analyze industry data | Financial statement preparation  Risk assessments  Compliance in accordance with Sarbanes-Oxley | Strong client relationship  Drafting of audit/ tax research memos  Ability to work well in teams |

**Target Market with Sample Target Companies**

Geographic area: WA within a radius of 30 miles from Bellevue.

Type of industries: Public accounting, financial institutions, and technology related firms.

Size of organizations: Public Accounting and Financial institutions over 1000 employees, Technology any size

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| **Public Accounting**  Bader Martin  Clark Nuber  KPMG  Deloitte & Touche  Ernst & Young  RSM McGladrey  BDO Seidman LLP | **Financial Institutions**  Morgan Stanley  JP Morgan Chase  Key Bank  BECU  First Financial Northwest Inc.  Seattle Financial Group  Foundation Bancorp Inc | **Technology Related**  Microsoft  Google  Amazon  Expedia  Zango  Big Fish Games Inc.  Concur |