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 controlsAudit team leader  | Analyze business operationsAdvise 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 memosAbility 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 KPMGDeloitte & Touche Ernst & Young RSM McGladreyBDO Seidman LLP | **Financial Institutions** Morgan StanleyJP Morgan Chase Key BankBECUFirst Financial Northwest Inc.Seattle Financial GroupFoundation Bancorp Inc | **Technology Related** Microsoft Google Amazon Expedia ZangoBig Fish Games Inc.Concur |