

Saheed Ansari

39 S.W. 7th Street

Medicine Hat, St Louis, Louisiana 28564

403-888-4444

saheed.ansari@email.com

Objective: A position as an chief accountant with a well-established firm with an environment conducive to continued personal and professional growth.

Experience:

2008
to Present *Riverside Securities* *St Louis, LO*
Chief Accountant

- ◆ Supervised Accounts Receivable and Accounts Payable department. Provided training to develop and enhance quality customer relations. Ensured and maintained ethical accounting practices.
- ◆ Developed and implemented comprehensive annual budgets, and provided accurate and timely monthly reports to control budget overruns.
- ◆ Managed Accounts Receivable and Billing staff, provided training to ensure consistent quality, and addressed employee concerns. Improvements in workplace environment reduced staff turnover by 25%.
- ◆ Directed Accounts Payable staff to identify cost savings related to payments, realizing a 17% increase in discounts earned.
- ◆ Analyzed financial accounts to provide detailed reports of fiscal health to senior management.

2002
to 2008 *Leopold Martin, Inc.* *St Louis, LO*
Accountant

- Maintained accounts payable and accounts receivable for the branch.
- Reconciled branch's bank account, while assisting the controller in handling additional business account responsibilities.
- Administered payroll, which involved documenting and recording employees' hours worked, employees' commissions, bonuses and gas allowances.

1998
to 2002 *Prairie Wind International Trading Company* *St Louis, LO*
Assistant to the Controller

- Assisted with monthly preparation of profit and loss statements for this large produce exporter.
- Maintained accounts payable and accounts receivable.

- Posted invoices to the purchase journal and filed them for payment.
- Maintained complete inventory and costs, implementing a computerized system after one year.
- Received letters of recommendation for outstanding job performance.

Education:

1998 *University of Calgary* *St Louis, LO*
Bachelor of Business Administration
Major in Accounting and minor in Finance
Earned above average grades while working part-time and participating in campus activities.

Interests:

- Enjoy playing softball and golf.
- Collect memorabilia and artifacts relating to the railroad and trains of Canada's past.
- Active in Big Brothers program.

References:

Available upon request