

**Raymond Stiles**  
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**Objective:** An seeking an interesting and challenging position as a Management Accountant with a leading organization.

**Experience:** New Horizon Sales Corp Los Angeles, CA  
**Management Accountant** 2009 to Present

- Provided the management with financial management support along with financial control for the organizations finance department.
- Carried out accurate, appropriate and timely financial analysis and provided advice about the company financial status to the management
- Ensured that accounting and financial transaction data and source documentation adhere to the set accounting standards and internal quality standards.
- Use specialist knowledge to provide costing and analysis to support service developments and contract monitoring to NHS and other external funding bodies.
- Carried out the role of the chief finance facilitator for the organizations control process.
- Closely coordinated with accounting staff to identify and support ways to improve income generation across the organization and to maximize income from current sources.
- Provided professional, customer focused management accounting services including interpreting, analyzing and comparing complex financial and other information and discussing the results with the management.
- Prepared and analysed yearly budgets, monthly and quarterly estimates, and interim financial plans for various departments.
- Performed in depth analysis to unearth various cost saving measures that helped in saving more than \$2M per annum.
- Analysed departmental expenditures against budgeted figures and inspected variances.

ABC Traders Los Angeles, CA  
**Staff Accountant** 2005 to 2009

- Applied principles of accounting to analyze financial information and prepare financial reports.
- Compiled and analyzed financial information to prepare entries to accounts, such as general ledger accounts, documenting business transactions.
- Analyzed financial information detailing assets, liabilities and capital.
- Prepared balance sheet, profit and loss statement and other

reports to summarize current and projected company financial position.

- Audited contracts, orders and vouchers and prepared reports to substantiate individual transactions prior to settlement.
- Established, modified, documented and coordinated implementation of accounting and accounting control procedures.
- Devised and implemented manual and computer-based system for general accounting.
- Directed and coordinated activities of other accountants and clerical workers performing accounting and bookkeeping tasks.

**Education:** State University of California Los Angeles  
**Masters of Business Administration** 2008

State University of California Los Angeles  
**Bachelors of Arts in Accounting** 2004

**References:** Available upon request