

Thomas Ellis

Senior Accountant

1212 Employment Lane Boston, MA 63003 Phone 314 555-1111
tomcandidate@accounts.com

Experience

Vice President

Accounting Services Boston, MA
January 2005 -Present

Charged with client retention and management of 137 accounting personnel.

- **Saved clients an accumulative of 7.2 million dollars** in tax payment through assertive tax education of all staff.
- **Reduced employee turnover by 17%** by creating and implementing motivation program.
- Implemented custom software programs that expedited information access to all clients **increasing productivity by an estimated 155%**.

Senior Accountant

Auto Home Insurance Services Boston, MA
October 2002 – January 2007

Tracked all financial activities and reported current financial position to Board of Directors quarterly.

- **Increased company net profits by an average of 5.8%** annually by expediting technology updates.
- Negotiated loans to **save more than \$422,000.** of interest expense.

Comptroller

Ellis Electronics Boston, MA
August 1999 - September 2002

Preparation of P&L statements, balance sheets, and tax returns for annual income average of \$37.9 million business.

- Made significant changes to accounting systems that **aided in winning \$10 million** in government contracts.
- Listened to client needs and created reporting methods to better serve them **resulting in an increase of 34% in client retention** in the first year.

Education

Masters of Finance
Cornell University New York
CPA 1999 New York

Objective

To contribute to providing the best insurance value for consumers by ensuring accurate accounting methods that will encourage competitive prices.

Qualifications Summary

- 5 years as Comptroller
- 4 years as Senior Accountant
- 3 years in Supervisory position managing 137 accountants and bookkeepers
- Direct client contact with CEOs
- Recognized as expert witness in forensic accounting

Associations

Vice President – US Council of Accountants
Secretary – Massachusetts Association of CPAs
President - 2002-2009 Rotary Club