



## Winifred Torp

22173 Jane Tunnel, Philadelphia, PA ♦ Phone: +1 (555) 789 0815

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### EXPERIENCE

#### CONTROLLER, ACCOUNTING

New York, NY

07/2015 – present

- Assisting in the delivery of the income statement, balance sheet and cash flow
- Assist in the review, selection, and implementation of automated financial tools and systems
- Review internal controls relevant to the financial reporting process and lead any process improvement activities
- Assist in the review of the finance team's reconciliations
- Lead the development of new systems and processes to support the financial reporting process
- Manage cash forecasting for the business
- Provide pro-active solutions to financial accounting and reporting issues

12/2011 – 04/2015

#### ASSISTANT CONTROLLER TRANSACTIONAL ACCOUNTING

Los Angeles, CA

- Working with functional managers, ensure roles and responsibilities are well defined and documented
- Develop and ensure achievement of goals for the Transactional Accounting group
- Develop materials and conduct company-wide training on various transactional accounting policy and procedures
- Evaluate transactional accounting function of newly acquired companies and work with management to understand processes, assess controls, and make "go forward" recommendations
- Serve as Project Manager for the accounting integrations process for newly acquired companies, which will include but is not limited to developing an integration plan/project schedule, tracking against the schedule/key milestones and leading/aiding in assessment of key integration decisions
- Demonstrated knowledge of government contracting, CAS and FAR
- Support ad hoc finance projects, including managing projects for any system / process implementation or upgrades

12/2008 – 08/2011

#### MGR ACCOUNTING ASST CONTROLLER

New York, NY

- Providing financial control and support for the Company through the management of Accounting, Property and Inventory Control, Payroll/Timekeeping, Cash Management, and Cost Accounting
- Managing the company's accounting system and the resolution of accounting problems to ensure proper financial reporting and support prompt payment of billings
- Providing management with historical and current financial data
- Providing financial status reports and counsel to company management
- Preparing and providing financial status reports, plans relating to cash flow, profits, direct and indirect expense, sales, overhead, and manpower
- Interpreting financial statements and reports
- Coordinating with government agencies on financial matters concerning contracts, proposals, pricing, and accounting procedures

### EDUCATION

#### QUINNIPIAC UNIVERSITY

Bachelor's Degree in Accounting

### SKILLS

- Professional demeanor
- Strong program management skills
- Team player with the ability to manage in a fast-paced, dynamic environment
- Strong people management/leadership skills including mentoring of tenured staff, clarifying roles and responsibilities and fostering teamwork
- Solid customer service skills
- Strong analytical, problem-solving and decision-making capabilities
- Excellent verbal, interpersonal and written communication skills
- Intermediate to Expert skills in MS Office (e.g., MS Word, Excel, PowerPoint, Access database management)
- Experience with system conversions, system upgrades and integrating acquired firms
- Public company experience