



## Thaddeus Blackwood

*Staff Accountant*

Phone: (555) 847-2963  
Address: Denver, CO 80202  
Website: <https://linkedin.com/in/tblackwood>  
Email: [thaddeus.blackwood@email.com](mailto:thaddeus.blackwood@email.com)

- Detail-oriented Staff Accountant with 4 years of progressive experience in full-cycle accounting and financial reporting
- Proven track record of reducing month-end close time by 40% through process automation and streamlined procedures
- Expertise in GL reconciliations, financial statement preparation, and variance analysis across manufacturing and technology sectors
- Advanced proficiency in SAP FI/CO, Excel macros, and automated reporting systems with 99.8% accuracy rate
- CPA candidate with FAR and AUD sections passed, demonstrating commitment to professional excellence

### WORK EXPERIENCE

#### Alpine Manufacturing Solutions

March 2022 - Present

##### Staff Accountant

- Manage full-cycle accounting for \$75M manufacturing division including GL maintenance, journal entries, and financial statement preparation
- Reduced month-end close from 8 days to 5 days by implementing automated bank reconciliation process and standardized closing checklist
- Reconcile 65+ GL accounts monthly, identifying and resolving \$180K in discrepancies that improved financial accuracy by 22%
- Prepare detailed variance analyses for production costs, identifying \$95K in cost savings opportunities through inventory optimization
- Lead implementation of new inventory costing procedures, training 6 team members on standard cost methodology
- Collaborate with external auditors during year-end audit, providing comprehensive documentation that resulted in zero material findings
- Created automated expense accrual templates using Excel macros, saving 12 hours monthly in manual calculations

#### TechFlow Dynamics

June 2020 - March 2022

##### Junior Accountant

- Processed 300+ invoices weekly while maintaining 99.8% accuracy rate in fast-paced SaaS environment
- Assisted with revenue recognition procedures under ASC 606, supporting \$25M annual recurring revenue tracking
- Developed comprehensive AP workflow documentation that reduced new employee training time by 50%
- Identified duplicate payment processing error, recovering \$45K and implementing preventive controls
- Supported month-end close activities including prepaid expense analysis and accrual calculations
- Maintained fixed asset register for 500+ items, ensuring accurate depreciation calculations and disposal tracking

#### Morrison & Associates CPA Firm

January 2020 - May 2020

##### Accounting Intern

- Assisted with tax preparation for 50+ small business clients during busy season
- Performed analytical procedures and substantive testing for audit engagements
- Prepared detailed workpapers and documentation supporting audit conclusions
- Gained exposure to multiple industries including retail, professional services, and nonprofit organizations

### EDUCATION

#### University of Colorado Boulder

May 2020

Bachelor of Science in Accounting

**GPA:** 3.8/4.0

**Magna Cum Laude**

**Relevant Coursework:** Advanced Financial Accounting, Cost Accounting, Auditing, Federal Taxation, Financial Statement Analysis

## *CERTIFICATIONS*

### **CPA Candidate**

Expected completion: June 2024

AICPA

### **Beta Alpha Psi National Honor Society Member**

2019-2020

Beta Alpha Psi

### **QuickBooks ProAdvisor Certification**

2021

Intuit

## *ACCOUNTING SOFTWARE & ERP SYSTEMS*

### **SAP FI/CO**

Full GL module management, custom report creation, and integration setup

### **Advanced Excel**

Pivot tables, VLOOKUP, INDEX/MATCH, macros, and automated reporting templates

### **QuickBooks Enterprise**

Multi-company setup, advanced reporting, and user training

### **NetSuite**

Financial reporting, revenue recognition, and workflow customization

## *FINANCIAL REPORTING & ANALYSIS*

### **GAAP Compliance**

Financial statement preparation, revenue recognition (ASC 606), lease accounting (ASC 842)

### **Cost Accounting**

Standard costing, variance analysis, inventory valuation methods

### **Tax Preparation**

Corporate and partnership returns, multi-state compliance

### **Audit Support**

SOX compliance, internal controls documentation, external audit coordination

## *AWARDS AND RECOGNITION*

### **Dean's List**

Fall 2018 - Spring 2020

University of Colorado Boulder

6 consecutive semesters

<b>Outstanding Achievement in Cost Accounting Award</b>	2019
University of Colorado Boulder	
<b>Employee of the Quarter</b>	Q4 2021
TechFlow Dynamics	
<b>Process Improvement Recognition</b>	2023
Alpine Manufacturing Solutions	