

# Virgina Canalez

Accounting Director

✉ [virgina.canalez@gmail.com](mailto:virgina.canalez@gmail.com)  
☎ (744) 063-7880  
📍 1234 Main St, Baltimore, MD 21201

## EDUCATION

**Bachelor of Science in Accounting at University of Maryland, College Park, MD**

Aug 2008 - May 2013

Relevant Coursework: Financial Accounting, Managerial Accounting, Cost Accounting, Auditing, Taxation, Financial Management, Accounting Information Systems, Business Law, and Financial Statement Analysis.

## LINKS

[linkedin.com/in/virginacanelez](https://www.linkedin.com/in/virginacanelez)

## SKILLS

- QuickBooks proficiency
- Excel mastery
- Financial analysis
- Budget forecasting
- Risk management
- Tax compliance
- Auditing expertise

## LANGUAGES

- English
- German

## HOBBIES

- Gardening
- Photography
- Playing a musical instrument

## PROFILE

Accomplished Accounting Director with 10 years of experience in overseeing financial operations, driving profitability, and optimizing business performance. Expert in financial analysis, budget management, and streamlining accounting processes. Proven track record of implementing effective financial strategies and fostering strong team collaboration. Adept at driving compliance with regulatory requirements while delivering high-quality financial reporting and forecasting.

## EMPLOYMENT HISTORY

### ● Accounting Director at CliftonLarsonAllen LLP, MD

Mar 2023 - Present

- Implemented a new accounting software system, resulting in a 30% reduction in manual data entry and a 15% increase in overall efficiency for the department.
- Streamlined the financial reporting process, reducing the time required to prepare monthly financial statements by 20% and improving the accuracy of financial data by 10%.
- Led a team of accountants in successfully completing an extensive audit for a major client, uncovering \$2 million in previously unreported revenue and ensuring compliance with all applicable tax laws.
- Developed and executed a comprehensive budgeting and forecasting process for the firm, leading to a 25% reduction in budget variances and a more accurate allocation of resources.

### ● Senior Accountant at CohnReznick LLP, MD

Aug 2020 - Feb 2023

- Managed a team of 5 accountants and successfully completed the annual financial audit for a client with \$50 million in revenue, resulting in a clean audit report and a 10% reduction in audit hours compared to the previous year.
- Streamlined the month-end closing process for a major client, reducing the time required by 30% and increasing the accuracy of financial reports, which led to a 15% improvement in financial decision-making.
- Identified and corrected a significant accounting error in a client's financial statements, recovering over \$200,000 in misallocated funds and preventing potential legal and compliance issues.
- Implemented a new accounting software system for a client, leading to a 20% increase in efficiency and a 25% reduction in data entry errors.

### ● Staff Accountant at KatzAbosch, MD

Aug 2013 - Jul 2020

- Successfully managed a portfolio of over 50 clients, ensuring accurate and timely financial reporting and maintaining strong relationships with clients, resulting in a 98% retention rate.
- Streamlined the month-end closing process by implementing new procedures and automation tools, reducing the average time taken to close books by 25% and increasing overall team efficiency.
- Identified and corrected accounting errors in clients' financial statements, saving them a total of \$150,000 in potential fines and penalties from regulatory bodies.