



# Michael

## ANDERSON

### NON-PROFIT FINANCIAL MANAGER

Experienced Corporate Accountant with a strong focus on non-profit organizations, dedicated to advancing financial sustainability and accountability. Expertise in fund accounting and grant management, ensuring compliance with all regulatory requirements while maximizing resource allocation. Proven ability to prepare detailed financial reports that support strategic planning and decision-making for non-profit entities. Skilled in fostering relationships with stakeholders and managing budgets to align with organizational objectives.

#### CONTACT

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- 📍 San Francisco, CA

#### SKILLS

- Fund Accounting
- Grant Management
- Financial Reporting
- Compliance
- Stakeholder Engagement
- Budgeting

#### LANGUAGES

- English
- Spanish
- French

#### EDUCATION

**BACHELOR OF ARTS IN ACCOUNTING,  
UNIVERSITY OF MICHIGAN, 2012**

#### ACHIEVEMENTS

- Increased grant funding by 30% through effective proposal writing.
- Improved financial reporting accuracy by implementing new systems.
- Recognized for outstanding service with the 'Community Impact Award.'

#### WORK EXPERIENCE

##### NON-PROFIT FINANCIAL MANAGER

Community Development Foundation

2020 - 2025

- Managed all financial operations for a multi-million dollar non-profit.
- Prepared grant proposals and budgets, facilitating funding opportunities.
- Ensured compliance with federal and state regulations for non-profits.
- Developed financial reports for board meetings and stakeholder presentations.
- Implemented financial controls to safeguard assets and resources.
- Collaborated with program managers to align budgets with project goals.

##### ACCOUNTANT

Local Charity Organization

2015 - 2020

- Prepared monthly financial statements and reports for management.
- Assisted in the annual budget preparation process.
- Maintained accurate records of donations and expenditures.
- Conducted audits to ensure compliance with donor requirements.
- Engaged with donors to enhance transparency and trust.
- Provided training on financial practices to staff and volunteers.