



MICHAEL ANDERSON

PROJECT ACCOUNTANT

CONTACT

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- San Francisco, CA

SKILLS

- grant management
- financial reporting
- budget forecasting
- compliance
- audit facilitation
- stakeholder engagement

LANGUAGES

- English
- Spanish
- French

EDUCATION

**BACHELOR OF ARTS IN ACCOUNTING,
STATE UNIVERSITY, 2015**

ACHIEVEMENTS

- Secured \$2 million in funding through effective financial proposal development.
- Recognized for excellence in financial reporting by leading a project audit with no discrepancies.
- Enhanced financial training programs, resulting in a 30% improvement in staff competency.

PROFILE

Accomplished Project Accountant with a robust background in the non-profit sector, specializing in financial oversight for grant-funded projects. Demonstrates a unique ability to manage complex funding requirements while ensuring compliance with regulatory standards. Expertise in budget creation, monitoring, and reporting, coupled with a comprehensive understanding of grant management processes. Proven track record of enhancing financial transparency and accountability within project teams.

EXPERIENCE

PROJECT ACCOUNTANT

Global Aid Network

2016 - Present

- Managed financial reporting for over 30 grant-funded projects, ensuring compliance with donor requirements.
- Developed project budgets and financial forecasts that aligned with grant proposals.
- Conducted regular audits of project expenditures to ensure adherence to financial policies.
- Collaborated with program managers to prepare financial reports for stakeholders.
- Streamlined financial processes, reducing reporting time by 25%.
- Provided training to staff on financial management and compliance issues.

JUNIOR PROJECT ACCOUNTANT

Community Development Corp

2014 - 2016

- Assisted in the preparation of financial reports for various community development projects.
- Monitored project budgets, tracking expenses and providing variance analyses.
- Supported grant application processes by providing necessary financial documentation.
- Facilitated training sessions for project staff on budget management.
- Collaborated in the development of financial policies to enhance project accountability.
- Contributed to the successful completion of audits with zero findings.