

23Permanent address
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Jacksonville , FL 32256
904-739-9874

Summary of Qualifications	<p>Certified Public Accountant (in Haiti), with solid background in financial and cost Accounting</p> <p>Experienced in handling international accounting transactions, specifically translation of foreign financial statements and foreign currency transactions</p> <p>Skilled in developing and implementing accounting standardized policies and procedures</p> <p>Experienced in handling extern audit and fiscal matters</p> <p>Speak French, English, Spanish and Creole, used to work in multinational business environment</p> <p>Strong leadership skills, able to work under pressure, and motivate team-members</p>
Education	<p>University of North Alabama , Florence AL, USA <i>December 05</i> M.B.A. Accounting</p> <p>Université de Port-au-Prince, Port-au-Prince, Haiti <i>August 98</i> B.S. Accounting</p>
Professional Development	<p>University of North Florida , Jacksonville FL, USA <i>May 04</i> Certificate of completion of High Advanced in English</p> <p>TOTAL, multinational gas company, Paris, France <i>April 02</i> Seminar, theme: The responsibilities of the financial controller</p> <p>Hautes Etudes Commerciales de Montreal, Montreal , Canada <i>November 01</i> Seminar, theme: Accounting for financial derivatives</p>
Career History	<p>Cimenterie Nationale, branch of Cementos del Caribe, Port-au-Prince, Haiti <i>Sept 02- August03</i></p>

Chief Accountant

- Managed five-member accountant team in developing the necessary financial reports to satisfy the company's internal and external reporting requirements, including annual reports , governmental reporting and board of directors report
- Oversaw all aspects of data gathering, interpreting, processing, and reporting financial results
- Acted as point person for external financial audits and fiscal matters
- Improved considerably the accounting system from September 2002 to august 2003 by introducing new work methods
- Stayed abreast of changes in reporting requirements and fiscal influence and anticipate their impact

Career History
continued

TOTAL HAITI, branch of TOTAL, multinational gas and oil company , Haiti

*Dec 00-August
02*

Cost Accounting

- Managed three-member account team by coordinating inventories, arrival of gas and oil and by assuming the responsibility for analyzing and reporting on sales, cost of sales and gross profit
- Reconciled activity from sources systems to accounting system
- Maintained related databases, update price table by preparing for the general manager the cost of every new arrival of gas and oil
- Managed in a daily basis the tax credit obtained from the government by the company in each gallon of gas sold and prepare the monthly payment for the tax due
- Performed successfully a pre-audit before the coming of the extern auditors for the year 2000

Ateliers Mecaniques Duval, Port-au-Prince, Haiti

Oct 98-Nov00

Chief Accountant

- Managed four-member accountant team by preparing financial reports and coordinating all accounting operations of the company
- Assisted in preparing the annual budget
- Acted as point person for external financial audits and fiscal matters
- Oversaw all management aspects of the company and propose corrective measures

Ateliers Mecaniques Duval, Port-au-Prince, Haiti

Marsh 97-Sept98

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General Accountant

- Computed all the company's transactions and verify the existence of justifying documents
- Assisted the chief accountant