

Mark Smith CPA

- 10+ years solid financial accounting/ operation / analysis experience in financial industry
 - Proven record of adding value through improved operational efficiencies
 - High motivation and collaborating ability, enthusiastic, highly ethical determined problem solver as a team player
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EXPERIENCE

Insurance Company

New York, NY

Sr. Accountant

6/2009 – Current

- Prepare quarterly and annual board report, statutory financial statements, state supplement and supporting schedules
- Import and ensure accuracy of data loaded into statutory reporting software
- Audit GA on accounting, financial and underwriting compliance
- Conduct financial management of programs including audit and control of all programs
- Streamline financial operations, reinsurance accounting and cash management by communicating across dept. and partners
- Improve operation efficiency by reducing redundancy and automating process

Brokerage Firm

New York, NY

Financial Operation Accountant

1/2007 – 6/2009

- Managed the complete operation process of insurance programs
- Examined general agents' data and communicate with brokers and reinsurers on reconciliation and profitability analyses
- Recorded financial data on all direct, assumed and ceded transactions as well as prepare quarterly and annual closings
- Prepared underwriting summaries and ancillary schedules (Schedule P, Schedule F, State Page)
- Conducted financial analysis of quarterly key performance indicators for the partnerships
- Calculated letter of credit funding requirements to agents, brokers and reinsurers
- Assisted internal auditors, state examiners and KPMG on auditing inquiry
- Consolidated/ Reconciled department wide global reinsurance and make correction
- Effectively partner with GA/TPA and maintain compliance with contracts
- Communicated across functions, including Underwriting, Program Management, IT, Actuarial, Treasury
- Transited direct/ ceded data into new system successfully and check data integrity for the department wide reinsurance data
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ABC Corp.

New York, NY

Accounting Analyst – MBA Internship

10/2006 – 12/2006

- Audited and analyzed trade positions and prepared pricing for Commodity Derivative Services group
- Calculated profit and loss information for commodity and foreign exchange derivatives
- Fully reconciled commodity derivatives and foreign exchange derivatives trades on a daily basis

EDUCATION

MBA in Finance

December 2006

Baruch College, Zicklin Business School, New York, NY

BS in Business Administration

July 1999

Pace University

ADDITIONAL

Computer Skills: Advanced Microsoft Excel (VLookup, Pivot Table, Macro), Word, Access, PowerPoint, Oracle Financials, Peachtree, Hyperion, Reuters 3000 XTRA, Bloomberg, FrontPage, Adobe Photoshop & PageMaker, Macromedia Dreamweaver