

# Kevin Morrison

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## PROFILE

An Accountant with five years of professional experience specializing in financial analysis, financial reporting, GAAP, and account reconciliation. Adept at performing comprehensive audits to resolve account discrepancies and driving process improvement initiatives.

## PROFESSIONAL EXPERIENCE

### Accountant

Epsilon Insurance Inc., New York, NY | November 2019 – Present

- Collaborate with the accounting manager to prepare and distribute financial reports, manage payroll upload from ADP to QuickBooks, and conduct payroll reconciliation valued at \$1.5M for 200+ employees
- Perform financial audits on outstanding balances and coordinated with the billing department to construct payment plans and reduce aging accounts by 30%
- Coordinate transition of payroll and 401k programs and perform all accounting and payroll processes through month-end close

### Accountant

Mainline Health, New York, NY | June 2017 – November 2019

- Oversaw financial reporting and the general ledger, analyzed and developed budgets valued at up to \$300K, and managed month-end and year-end close
- Review accounting records, increase bankable accounts receivable, and conduct audits to reduce accounts payable liability

## EDUCATION

### Bachelor of Science (B.S.) Accounting

Columbia University, New York, NY  
September 2013 - June 2017

## KEY SKILLS

- Accounting
- Financial Reporting
- GAAP
- QuickBooks
- Account Reconciliation

## CERTIFICATIONS

- Certified Public Accountant (CPA), State of New York, 2017