

RENEE REEL

PROFESSIONAL SUMMARY

Experienced Bookkeeping and Accounting Consultant offering over four decades of experience analyzing and evaluating company financials, rewriting chart of accounts for efficiency and profitability performance. In-depth knowledge of accounting and financial principles coupled with familiarity of day-to-day accounting tasks. Strong communicator well-versed in performing budgeting and financial planning .Specializing in financial cleanup and updates.

SKILLS

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|----------------------------|------------------------|----------------------|
| Financial | • Staff Management | • MS Office |
| • Disaster Recovery | • Cost Analysis | • Problem-Solving |
| Planning | • Business Planning | • Strategic Planning |
| • Continuous Improvement | • Performance Tracking | |
| • Configuration Management | | |

WORK HISTORY

BOOKKEEPING AND ACCOUNTING CONSULTANT 07/2023 to 11/2023

Trucking, Denver, CO

- Interviewed clients by telephone or in-person to gather financial information.
- Developed financial strategies by guiding client to establish financial goals and matching goals to appropriate financial plans.
- Created debt management plans, spending plans or budgets to assist clients in meeting financial goals.
- Developed and analyzed information to assess current or future financial status of firms.

ACTING DIRECTOR OF FINANCE 08/2022 to 12/2022

Junior League Of Denver, Denver, CO

- Worked closely with organizational leadership and board of directors to guide operational strategy.
- Oversaw operations and provided corrective feedback to achieve daily and long-term goals.
- Monitored office workflow and administrative processes to keep operations running smoothly.
- Monitored and coordinated workflows to optimize resources.

DIRECTOR OF FINANCE 01/2017 to 10/2022

Jewish Colorado, Denver, CO

- Monitored budget and revenue trends, compiling reports for company leadership to inform decision-making.
- Set clear departmental objectives and developed effective strategies to achieve targeted

goals.

- Completed filings and upheld strict compliance with regulatory agencies and supervisors.
- Established and enforced controls on revenue and expenses to protect company assets.
- Generated financial and operational reports to assist management with business strategy.
- Managed day-to-day operations within 4-person finance department for non-profit organization.

EDUCATION

University of Phoenix, Tempe, AZ

Doctor Of Business Administration, Business Administration And Management

- Professional Development: [\[Subject\]](#)
- Relevant Coursework: [\[Subject\]](#) & [\[Subject\]](#)
- [\[Number\]](#) GPA

University of Phoenix, Tempe, AZ

Master Of Business Administration, Business Administration And Management, 03/2023

University of Phoenix, Tempe, AZ

Bachelor Of Applied Science, Criminal Justice, 05/2021