

# CORAZON EWAY NALOG, MSA

Las Vegas, NV | 702-927-4973 | [alohacen@yahoo.com](mailto:alohacen@yahoo.com) | [LinkedIn](#)

## PROFESSIONAL SUMMARY

Remote-ready Senior Accountant and Advanced QuickBooks ProAdvisor with 15+ years of experience. Expert in "cleanup" accounting—transforming disorganized data into accurate, GAAP-compliant financial stories. Proven track record including 2 years of specialized construction accounting (job costing and WIP reporting). Expert in modern, cloud-based workflows, utilizing automated AI tools to scale operations and eliminate errors.

## MODERN TECH STACK SKILLS

**Core Systems:** Advanced QuickBooks Online & Payroll (Certified 2025-2026) Oracle Cloud ERP • JD Edwards.

**Agentic & Automation Tools:** Ramp (Spend Management) • Digits (Real-time Reporting) • Botkeeper AI.

**Key Competencies:** Cleanup & Catch-up Accounting • Multi-State Payroll • Month-End Close • SEC Auditing  
• Construction GAAP (Job Costing, WIP Tracking, Progress Draws).

## PROFESSIONAL EXPERIENCE

### Senior Accounting Consultant (Independent)

May 2022 – Present

*Analog Financials – Las Vegas, NV*

- Operate a consultancy providing high-level bookkeeping, comprehensive bank reconciliations, and full-cycle diagnostic ledger services.
- Partner with small-to-mid-sized businesses to clear complex backlog accounting, transforming chaotic financial records into clean, audit-ready states.
- Introduce cutting-edge automation and spend management tools, including Ramp and Botkeeper, reducing monthly closing timelines.
- Maintain strict compliance currency on 2026 tax regulations and GAAP standards through continuous advanced training.

### Financial Services Professional

Jul 2022 – Present

*Exertus Financial Partners, Las Vegas, NV*

- Build tailored compliance frameworks and financial protection strategies based on client risk tolerance and business goals.
- Maintain meticulously organized client portfolios and financial documentation strictly aligned with state and federal regulations.

### Tax Accountant (Contract)

Sept 2024 – Mar 2025

*Caesars Entertainment, Las Vegas, NV*

- Managed high-volume, multi-million-dollar journal entries and complex corporate account reconciliations under strict deadlines.
- Cleaned up large corporate financial data sets by identifying and correcting long-standing reporting inconsistencies to ensure general ledger balance accuracy.
- Collaborated directly with internal and external audit teams to facilitate smooth, transparent compliance reviews.

### Tax Consultant (Seasonal)

Jan 2021 – Apr 2022

*H&R Block, Las Vegas, NV*

- Analyzed complex personal and business financial records, income statements, and historical returns to provide accurate tax service estimates.

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- Reviewed and verified active tax forms for complete compliance with changing federal, state, and local tax laws.
- Advised diverse clients on long-term tax planning strategies to systematically minimize future tax liabilities.
- Communicated directly with tax authorities on behalf of clients to resolve discrepancies and secure accurate submissions.

## **Human Resource/Administrative Assistant**

**Apr 2012 – Mar 2020**

*Nellis Cab Company, Las Vegas, NV*

- Administered comprehensive payroll processing for 500+ drivers and on-site employees, ensuring exact alignment with IRS standards.
- Managed complex, sensitive payroll adjustments including child support orders, IRS levies, and legal garnishments.
- Oversaw full-cycle accounts payable processing, vendor invoice matching, and timely outbound payments.

## **Construction Accountant**

**Sept 2010 – Mar 2012**

*Lucky Cab Company, Las Vegas, NV*

- Managed the unique bookkeeping challenges of a construction-adjacent environment using industry-specific construction GAAP standards.
- Processed and carefully reviewed multi-tier monthly construction draws for lender reimbursement, validating all physical project expenditures.
- Controlled project cost centers, executed job costing audits, and monitored organization-wide capital cash flows.
- Prepared monthly journal transactions and partnered with external CPAs to complete clean monthly closings and financial reporting.

## **Financial Controller**

**Jul 2008 – Aug 2010**

*Kwong Yet Lung Company, Las Vegas, NV*

- Served as the primary operational accounting lead managing general ledgers across multiple entities and driving the full-cycle closing process.
- Supervised on-site accounts payable and accounts receivable personnel, establishing strong internal control systems and separation of duty mechanics.

## **Senior Accountant**

**May 2007 – Jun 2008**

*Stonecreek Funding, Las Vegas, NV*

- Managed the general ledger for a high-volume financial office with 100% accuracy in financial statements.
- Prepared detailed monthly budget-to-actual variance reports and systematically updated standard accounting procedures.
- Implemented strict budget execution systems and identified immediate corrective actions for any financial deviations.

## **Auditor**

**Jan 2006 – Apr 2007**

*LL Bradford & Company, CPAs, Las Vegas, NV*

- Performed over one year of SEC Auditing, focusing on high-level corporate compliance and internal control testing.
- Conducted independent audits for private companies, partnerships, and individual business financials to verify balance accuracy.

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## Staff Accountant

Mar 2004 – Dec 2005

*KVBC Channel 3, Las Vegas, NV*

- Assisted the Corporate Controller in preparing complex financial statements and critical SEC reporting documents.
- Managed monthly closings, monitored fixed asset acquisitions, and approved daily general ledger journal transactions.

## Senior Accountant

Jun 2002 – Feb 2004

*EOB Action Partnership, Las Vegas, NV*

- Managed annual agency budgets, cash flow tracking, and critical capital expenditures.
- Prepared monthly grant reimbursement invoices and financial status reports for strict grantor review.

## EDUCATION

**Bachelor & Master of Science in Accountancy** | Hawaii Pacific University

## CERTIFICATIONS & TRAINING

**CPA Qualifications:** Completed required education and majority of professional experience hours toward CPA licensure through public accounting audit experience

**QuickBooks ProAdvisor** - Advanced Online and Payroll Certified (Active 2025–2026)

## PROFESSIONAL AFFILIATIONS

**American Institute of Professional Bookkeepers (AIPB)** – Active Member (2026–Present)

## LANGUAGES

**Languages:** Bilingual in English and Tagalog