

IULIA GURA

CURRICULUM VITAE

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Phoenix AZ

Professional Summary

Certified Bookkeeper (CB) with 10+ years of experience in an accounting and financial reporting. Accurate and detail-oriented accounting graduate with a passion for numbers. Proven ability to work independently and as part of a team. Seeking an accounting position where I can utilize my skills and knowledge to contribute to the success of a thriving organization. Planning to obtain CPA in the near future.

Professional Experience

PWC Ukraine - Senior Accountant (Kyiv, Ukraine)

May 2006 - August 2023

- Reconciliation: Post entries and reconcile General Ledger accounts. Skilled and experienced with bank reconciliation
- Fixed Asset Accounting: Manage and record a company's fixed assets to ensure the accuracy of asset records, including acquisition, depreciation, and disposal
- Cost accounting: Control and prepare entries that all expenses allocated in accordance to the companies policies and requirements
- Financial Reporting: Summarize current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports
- Maintain Confidentiality: Prepare and maintain records of confidential information with absolute discretion and professionalism
- A/P & A/R: Perform Accounts Payable and Accounts Receivable functions
- Payroll Processing: Perform essential payroll functions, such as process timesheets, calculate tips and commissions, and perform employee maintenance functions within the HR department
- General Ledger Oversight: Maintain accurate general ledgers, making adjustments as needed
- Journal Entries: Create journal entries for all accounts
- Expense Management: Present expense reports and facilitate organization of receipts and financial records
- Systems Implementations: Assist in the selection and implementation of information systems
- Participate in Internal Accounting Reviews and Audits: Review and audit systems, processes, and ledgers
- Participate in Conduct Research Pertaining to Accounting Issues: Ensure the company's accounting aligns with industry best practices
- Model Company Values: Demonstrate company values in all actions, communications, and decision-making, including a genuine commitment to equity, inclusion, and compassion

Academic Education

Rio Salado College (Tempe, AZ)

October 2024 - December 2024

Computerized Accounting in Quickbooks

ACCA Global – Global International 2010 (Ukraine)

June 2010

Diploma in International Financial Reporting (DiplFRs)

University of Consumer Cooperatives (Poltava, Ukraine)

September 1997 - June 2003

Bachelor's degree in International Business and Economics (GA: 3.12)

Master's degree in International Economics Majoring in Accounting and Audit (GA: 3.08)

All degrees have been translated and confirmed by Educational Credential Evaluators USA

Certificates, Qualifications, Languages & Interests

Certificates: Certified Bookkeeper - accredited by American Institute of Professional Bookkeepers (AIPB)

Qualifications: GAAP, IFRS, Financial Reporting, GL accounting, Reconciliations, Cost Management, Microsoft Excel, QuickBooks & other accounting programs, Inventory Accounting, Accruals/Deferrals, Correction of Errors, Payroll and Depreciation, Internal Controls and Fraud Prevention

Languages: English (full professional proficiency), Ukrainian (Native), Russian (Native), German (Basic)

Interests: Hiking, Traveling, Chess, Yoga