MARC ROSENBLOOM

**1355 East 8th St, Brooklyn, NY 11230**

**(718) 753-7927 • ymr11010@gmail.com**

### OBJECTIVE: Seeking an accounting position utilizing my extensive experience in all areas of accounting.

### EMPLOYMENT

### The SAFE Foundation, Brooklyn, NY 2011-present Title:Accountant

* Record transactions in QuickBooks, review A/R and A/P, make collection calls and adjustments to customer accounts
* Process payroll thru Paychex/ADP, track vacation and sick day allowances
* Analyze balance sheet, income and expense accounts
* Prepare multiple bank reconciliations, financial statements, schedules and journal entries for monthly and yearly closings
* Interact with outside auditors, prepare supporting work papers and schedules for 990 and CFR
* Review cash balances daily. Prepare annual budget.

### CAMBA Inc., Brooklyn, NY 2008-2009

**Title: Accountant**

* Prepared work papers/schedules for A-133 audit; bank reconciliations
* Performed general ledger analysis, including preparation of schedules and journal entries to support monthly and yearly closings

### Met Council on Jewish Poverty, New York, NY 2001-2008

### Title: Senior Accountant

* Work included billings, vouchers and budget modifications for various funding sources
* Performed analysis of budgets and variances; participated in monthly and yearly closings
* Prepared financial statements and schedules for audits
* Reported to government agencies regarding managed residential properties: prepared RPIE’s
* Supervised A/P and billing staff to insure proper budget cost-center coding of invoices
* Prepared payroll allocations
* Analyzed balance sheets, profit and loss accounts, variances, accruals and journal entries

### Mayer Rispler & Co. CPA’s, Brooklyn, NY 1998 - 2001

### Title: Staff Accountant

* Prepared partnership and corporate tax returns for manufacturers and real estate entities
* Participated in certified audits of public companies and real estate cooperatives
* Handled correspondence of tax related inquiries between government agencies and clients

**EDUCATION**

Yeshiva University, New York, NY

* Bachelor of Arts degree with a concentration in Accounting

**COMPUTER SKILLS**

Windows Office, QuickBooks, MIP, Timberline, MAS90