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SKILLS

- Accounting Principles
- Financial Statement Prep
- Microsoft Excel
- Auditing
- Data Analysis

LANGUAGES

- English: Advanced
- Spanish: Proficient
- French: Intermediate

OLIVIA WILSON

ACCOUNTANT

Skilled and experienced accountant with a proven track record of success in the financial services industry. Expertise in all aspects of accounting, including financial statement preparation, auditing, and taxation. Strong analytical and problem-solving skills.

WORK EXPERIENCE

Accountant
ABC Company | City | Jan 2022 – Dec 2023

Provided accurate financial analysis and reporting for informed decision-making. Managed full-cycle accounting processes, including accounts payable/receivable, general ledger entries, and bank reconciliations.

Junior Accountant
XYZ Company | City | Jan 2021 – Dec 2021

Collaborated with colleagues to improve documentation and streamline month-end procedures, resulting in enhanced efficiency and accuracy.

EDUCATION

Bachelor's Degree in BBA
XYZ University | City | Jan 2018 – Dec 2021

Diploma in Accounting & Finance
ABC Institute | City | Jan 2017 – Dec 2017

Diploma in Microsoft Excel
XYZ Institute | City | July 2016 – Dec 2016

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4 Pillars: Creating a Life on YOUR Terms Geoff Smith,2022-05-21 What does it feel like to create a life on your terms Where your health relationships finances and mindset are all supercharged with positive momentum and intent The 4 Pillars offers a template on how to shape your life towards fulfilment in these areas where you learn to master your health take control of your relationships grow your finances and develop a clear and positive mindset The 4 Pillars is your roadmap to a better life *ZERO-CAPITAL DIGITAL HUSTLES FOR BEGINNERS* SAM MONDE, Most people don t fail online because they re lazy They fail because they don t know where and how to start Zero Capital Digital Hustles for Beginners was created for people who want to earn online but don t have startup money technical skills or time to gamble on guesswork This book shows you realistic ways to earn online using what you already have Your phone your time and your willingness to learn are all you need to start earning online This book keeps things simple You ll learn real ways beginners are earning online without spending a single dollar No product creation No ads No complex systems Inside the book you ll find Digital hustles you can start with zero capital Platforms that welcome beginners Clear explanations not jargon Practical steps you can follow immediately Strategies that work even with zero followers Everything is broken down in a friendly easy to read style Short sections Clear direction no confusion If you re serious about building income online but want a realistic path this book was written for you Not someday Not when you have money It is now **How To Excel At Fire Department Promotional Exams** Steve Prziborowski,2013-10 Getting promoted in the fire service is not an easy process Many people have that desire to promote but for whatever reason cannot put the pieces together to make it a reality Over the 20 plus years I have been in the fire service I have had the opportunity to be on both sides of the promotional process as a candidate and as a rater and proctor This book will assist fire department personnel specifically prepare for their next promotional exam Promotional candidates will be exposed to and offered key points for the most common tasks and events within a fire department promotional process including but not limited to promotional preparation completing the application resume preparation the written exam the oral interview the personnel problem the oral presentation and the emergency simulation **Top Notch Executive Resumes** Katharine Hansen,2008-07-15 Branded resumes that illuminate the candidate s unique value proposition and ROI are a must in today s quest for the executive suite Top Notch Executive Resumes not only explains how to integrate branding into career marketing communication but also how to craft resumes that address your fit with the organization s mission and meet an employer s specific business needs Hansen instructs high level professionals in framing past accomplishments so that the employer can visualize the executive s strategic vision and industry insights as well as what he or she can contribute Highlights of the book include A huge collection of resume samples in cutting edge formats organized by profession for easy navigability Examples of a wide variety of complementary documents including leadership profiles and executive bios that top level professionals need to round out their executive portfolios Special additional features

including the preferences and peeves of hiring decision makers guidelines for working with recruiters frequently asked questions and case studies detailing complete job search marketing campaigns Let Top Notch Executive Resumes get you into that corner office

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experience by performing many of the same tasks required in business settings A comprehensive instructional package allows instructors to tailor the program to teaching styles lab needs student objectives and student learning styles Excel 7.0 for Windows Tobias,1999-12 Excel 7 for Windows 95 equips students with the skills they need for success using Microsoft Excel in today s hottest computer operating environment An extensive array of exercises teaches and challenges students while illustrations of screens and the accompanying icons help them to follow instructions for hands on practice Students gain real world experience by performing many of the same tasks required in business settings A comprehensive instructional package allows instructors to tailor the program to teaching styles lab needs student objectives and student learning styles **Powerpoint 2000 Expert Level Annotated Instructor's Edition (Ps) 2000** Sharon Anne Fisher-Larson,Ron Larson,1999-11 Networking Works WetFeet (Firm),WetFeet,2008 Annual Report of Proceedings Under the Sale of Food and Drug Acts, [1875-], the Merchandise Marks Acts, 1877-1894, the Fertilizers and Feeding Stuffs Act, 1893 and the Board of Agriculture Act, 1899 Great Britain. Board of Agriculture and Fisheries. Intelligence Division,1901 Free Stuff from America Online Luanne S. O'Loughlin,Louanne O'Loughlin,1994-11 Written for users around the world FREE TUFF from America Online is the only book that shows you the best that America Online has to offer Jam packed with information never before available this book offers you hundreds of incredible things you can get for your home business career kids hobbies and computer you name it No strings attached Advanced Microsoft Word 7 Nita Hewitt Rutkosky,Judy Dwyer Burnside,Joanne Marschke Arford,1997 Bulletin ,1920 Annotated Instructor's Edition with 3.5 IBM Disk to Accompany Excel 97 Carole Tobias,1997-07-02 The Annotated Instructor s Edition provides the point of instruction assistance you need to enrich your teaching with relevance and effectiveness It s designed to help you meet the diverse needs and learning styles of your students Cincinnati Magazine ,1980-10 Cincinnati Magazine taps into the DNA of the city exploring shopping dining living and culture and giving readers a ringside seat on the issues shaping the region **Volume Feeding Institutions** ,1970-10 **Billboard** ,1971-12-11 In its 114th year Billboard remains the world s premier weekly music publication and a diverse digital events brand content and data licensing platform Billboard publishes the most trusted charts and offers unrivaled reporting about the latest music video gaming media digital and mobile entertainment issues and trends **Publishers' Directory** Gale Group,2003 Provides detailed information on more than 20 000 U S and Canadian publishers including nearly 1 000 distributors wholesalers and jobbers as well as small independent presses The latest edition adds approximately 500 new entries with increased Canadian listings and Web site and e mail addresses **Editor & Publisher** ,1918 Special features such as syndicate directories annual newspaper lineage tabulations etc appear as separately pagged sections of regular issues Word Workshop for Teachers Janet Caughlin,2002

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web timeboxing is used to set the length of a given sprint and can even be used to set time limits on individual processes within a sprint sprint planning before setting off on a sprint the sprint planning process is required to identify exactly which tasks need to be executed and how they will be executed

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web feb 26 2019 it ll give you more control over your time your energy and perhaps most importantly your work as the name implies timeboxing is a strategy that requires you to keep a close eye on the time use toggl to easily track your

timeboxes and your progress with just the push of a button

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web timeboxing refers to the amount of time in a specific timebox meaning the total amount of time someone has to accomplish a task but one could certainly time block a chunk of their day to put specifically towards a timebox

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web to use this time management tool you allocate a certain number of hours or days called a timebox to each activity you then use this time and only this time to complete the task timeboxing is a simple and effective way to manage your own and your team members daily workload

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web difference between time blocking and timeboxing time blocking and timeboxing both involve allocating fixed time periods to activities but while time blocking includes strictly reserving time for an activity timeboxing includes limiting the time you spend on it

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web a timebox is a previously agreed period of time during which a person or a team works steadily towards the completion of some goal rather than allow work to continue until the goal is reached and evaluate the time taken the timebox approach consists of stopping work when the time limit is reached and evaluating what was accomplished

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web jan 12 2022 at the beginning of each timebox you set decide if it s a hard or soft timebox and hold yourself to that expectation accordingly how do i set up a timebox to set up a timebox start by identifying a task or body of work that you need to get done

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web apr 19 2023 defines the amount of time you have for each task helps to measure productivity helps you to save time the timeboxing technique leverages the psychological phenomenon of setting a strict deadline without a deadline it s easy to lose focus and the time spent on a task expands according to parkinson s law

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