

# CERSEI HARRINGTON

## SENIOR FINANCIAL ACCOUNTANT

Rise to a challenge, unfazed by setbacks, motivated by what holds the world together.

“My passion for finding solutions, exposing errors and helping a business flourish, makes me work harder, learn more, practice longer, lead more effectively, and smile more. It keeps me at work hours after everyone else has left, and inspires me to help colleagues excel.”

### Contact

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### Experience

Specialist Accountant, Port of Beaumont, TX 2012–Present

**“Every day brings a new challenge, and with every task, a new skill. Investigative work is complex—sometimes requiring extensive research to simply understand the task”.**

**Report to:** Commercial General Manager. **Company:** Fifth largest port in the US, with \$78.5M in total trade. **Budget:** FY14 approval budget of \$62M

Hitting the ground running without handover, job instructions or manuals, set the scene for this challenging, complex and satisfying engagement that represents a ‘cut above’ to the traditional accounting role. Maintaining 100% accuracy is critical to ensure the Port of Beaumont maintains financially stable.

**Role Overview:** Manage the capital budget from conception to completion across all business units—ensuring capital expenditures are linked to the 50-year Master Plan, five-year outlook and corporate plan. On appointment, the focus of the role was to contribute to the company’s transition from individual pricing to a central port services agreement with a pricing structure that helped maintain revenue neutrality.

- **Process Standardization, Role Definition, Risk Containment:** Prevented the departure of key employees by creating a 40-page manual detailing methods for sustaining consistency and accuracy, and curbing risk through financial modeling.
- **Test and Learn Function:** Responded to lack of internal documentation by creating a document recording the goods handling framework and pricing models. Comprehensive document detailed mechanics, input needs, component details and calculations, and timetables.
- **Mastered Complex Financial Modeling:** Reverse-engineered the methodology used to model terminal infrastructure costs. Investigated government documentation, disseminated data to derive patterns in asset values, and reviewed frameworks to fill gaps.
- **Trends, Improvement Recommendations, Presentations:** Delivered and presented reports to senior management that identified inaccuracies, revealed improvement opportunities and recommended implementation plans. Adapted complex information to relate to each audience’s needs—de-cluttering duplicated or complex content for ease of understanding.
- **Handpicked for Additional Business Improvement Tasks:** Rewrote end-of-month financial Board report to reallocate revenues; assumed control of local area spend reporting, capital program changes, vessel charges, project accounting, pay reviews, and commissioning audits.

### Strengths

Accounting System Design

Budget Preparation and Development

Data Analysis and Interpretation

Asset Management

Financial Audits

Fixed Asset Analysis and Security

Financial Report Generation

Cost Accounting

### Testimonial

“Cersei’s attention to detail and inquisitive nature means she is often given the task of trouble-shooting. If there is a solution, she will be sure to find it”

—Fred Smith, Management Accountant, XCEE Corporation

### Technology

- Microsoft Office
- Microsoft Windows
- MS Access
- MS Project
- CSSP
- JD Edwards
- Navision

## Experience Narrative

Asset Accountant, Port of Beaumont, TX

(2010–2012)

**Reported to:** Finance Manager. **Budget:** Entire Capital Expenditure Budget: FY10 approval budget of \$45M and cash flow of \$36M; FY11 Approval Budget of \$125M with cash flow of \$92M; FY12 approval budget of \$195M with cash flow of \$116M.

Improved deteriorating interdepartmental communications over a long-term issue where the fixed asset register—unlinked to the property management module—had introduced a point-of-failure in updating properties. Reconciled two systems with a land-use plan, and launched a new form for departmental communication and input.

- **Curtailed Project Budget Blowouts:** Amended accounting software to permit projects to block and warn the project owner when reaching 80%, 90% and 100% of approved project costs. Initiative curtailed potential for project costs to overrun and cemented formal process to acquire additional funding and Board approvals.
- **WIP Improvements:** Transformed fixed assets register from a WIP high of \$36M to just \$830K.
- **Relationship Management:** Eliminated an ‘us and them’ environment that had soured relationships with project owners, asset holders and company departments. Placed ‘improving relationships’ high on the agenda—an initiative that delivered an unparalleled level of trust across the management team and project coordinators, and as a valuable bi-product, improved accuracy and quick responses to requests.

Cost Accountant, Port of Beaumont, TX

(2007–2010)

Monitored, analysed and reported on internal costs of operational expenditure, transitioned information to external organisations and government departments, and worked with management team to deliver accurate forecasts to deadline.

- **Reduced Coding Corrections by 90%:** Identified inaccuracies stemming from initial transactions. Arranged monthly departmental meetings to discuss costs, budgets, dimension combinations and general ledger accounts, and over time became a trusted advisor on cost allocations. Supported efforts through software modifications that prevented specific scenarios and general ledger transfers.
- **Efficiency Improvements:** Cut processing time sending fiscal information submissions through TRIDATA (a web-based program) from five days to a few hours. Composed a report with a personally created spreadsheet tool that combined general ledger accounts and maps, and sent a text file to TRIDATA.
- **Accuracy Improvements/Productivity Improvements:** Transformed the performance of a non-accounting qualified team struggling to understand the impact of regular cost reviews. Maintained constant contact with employees overseeing budgets, and resolved issues on-the-spot. Upon handover of the role, end-of-month accruals were minimal, accuracy had improved, and staff awareness of actual costs had elevated. Manual reversing journal entries became a task of the past—reducing the time allocated to month-end processing.

Commercial Supervisor, Port of Beaumont, TX

(2005–2007)

*“As the Commercial Supervisor on the expansion project, I was commended by management for the quality and consistency of my performance, and meeting and exceeding GPC’s expectations”*

- **Workflow Management:** Implemented an efficient workflow system that targeted important KPIs.
- **Led by Example:** Trained, supervised staff, and mentored team members—delivering a unified and performance-driven team. Result: backlogs were reduced, and for the first time in some time, KPIs began to be achieved.

## Prior Experience

Contracts Administrator, CHD Contracting (2005)

Project Scheduler/Contracts Administrator, AboveGround Services (2003–2005)

## Education and Training

Post Graduate Business (Accounting) University of Texas, Arlington

Bachelor of Technology, University of Texas, Arlington

**Justification**

Cersei is the complete opposite to the stereotypical accountant. Far from being dry and somewhat colorless, Cersei is bubbly and gregarious and great at her job. Her personality and drive has allowed her to influence and persuade management to adopt her recommendations—and she will work night and day to grasp a challenge, create an action plan and persuade people to see it through.

This explains the bold format (she's a red person!) and the use of branding statements and testimonials throughout. Everything Cersei says is quotable and inspiring!

The volume of Cersei's information and accomplishments could have extended her résumé to four or five pages, however I consolidated the information to just two pages—providing the reader with a taste tempter of what Cersei is capable of achieving.

The outcome or 'hero' component of what is to come ahead in each bullet point, has been presented in red at the beginning, so that the reader is able to decide whether to read that point if the subject matter is deemed important. Consequently, this résumé has good 'skimmability'. Having said that, page one really sets the scene and builds a business case for Cersei's hire.