Emily Carter

Senior Accountant, CPA

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SUMMARY

Senior accountant and CPA with 6 years in manufacturing and real estate, owning the month-end close for 4 entities under US GAAP. Cut the close from 9 to 5 working days and led an external audit with no proposed adjustments. Experienced in NetSuite, BlackLine and ASC 606 and 842.

EXPERIENCE

Senior Accountant — Wabash Components

Indianapolis, IN · Apr 2022 – Present

- Owned the month-end close for 4 entities under US GAAP, cutting the close from 9 to 5 working days.
- Prepared 60 balance sheet reconciliations a month in NetSuite and cleared $420K in aged reconciling items.
- Led the annual external audit, preparing 45 schedules with no adjustments proposed for 2025.
- Implemented ASC 842 lease accounting for 38 leases, including transition entries and new disclosure schedules.

Staff Accountant — Monument Property Group

Indianapolis, IN · Aug 2020 – Mar 2022

- Processed accounts payable and accruals for 25 properties, about 1,200 invoices a month.
- Reconciled 14 bank accounts and intercompany balances monthly, resolving differences within 3 days.
- Built an Excel accrual template that cut journal entry preparation time by 40%.

SKILLS

Accounting: US GAAP, month-end and year-end close, reconciliations, accruals, ASC 606, ASC 842, audit support

Systems: NetSuite, QuickBooks Online, BlackLine, Bill.com, Excel (pivot tables, XLOOKUP)

Other: Intercompany accounting, fixed assets, internal controls

CERTIFICATIONS

Certified Public Accountant (CPA), Indiana, 2022

EDUCATION

B.S. Accounting, Indiana University Kelley School of Business, 2020

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