Curriculum Vitae Joe Blogs

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| Personal & Contact Details |

Address: Dublin 8

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| Professional Experience |

**2009 – Present KPMG, Dublin**

Position: Assistant Manager

Roles/Responsibilities

* Audit of financial statements of large Irish and international organisations.
* Preparation/review of financial statements and group reporting packs prepared under IFRS and Irish/US GAAP.
* Supervise, coach and review the work of audit team members, including the preparation of appraisals and performance assessments.
* Building and maintaining strong client relationships by providing excellent service, representing the firm in a positive manner and using my project management skills to deliver a high quality product on time.
* Being tasked with the role of onsite field manager of audits requiring me to be the main client contact and link between client management and KPMG senior management. This role entailed being the audit senior of teams ranging in size from as small as 3 members to as large as 12 members and interacting with top level management such as CEO’s, CFO’s, Finance Directors, etc.
* Detailed interaction with senior management and partner levels in preparing client work programmes and establishing the audit procedures to be performed during the course of the audit.
* Detailed input in audit team compilation, creating work programmes/timelines and preparation/creation of audit files required for documentation as well as ongoing dialogue with senior management and partner levels during the course of the audit work, tracking the progress of work completed.
* Experience working with multi-location, cross-functional teams such as working with various tax, IT and consultancy teams while carrying out audit work and various other assignments.
* Audit of various areas of financial statements for clients including complex and judgmental areas such as revenue, provisions, pensions, exceptional items, etc.
* Participation in group reporting and auditing and preparation of statutory accounts (IFRS, Irish GAAP, US GAAP).
* Test of controls over financial reporting including detailed revenue controls testing and SOX controls testing.
* In-depth interactions with the internal audit function of audit clients in terms of SOX compliance.
* Preparation of reports with internal control recommendations to improve controls for presentation to the client.
* Responsibility for completion audit work including preparation of financial statements, reports, and attendance at closing meetings.
* During my time at KPMG, I have worked on a range of clients across multiple industries. The following list provides some examples of the type of client accounts that I have worked on and been responsible for:
* MR Plc
* MR Group
* JOE BLOGGS
* Contractors
* Joe blogs Ireland
* Group Plc
* Services Group
* ........ Ireland

**Additional skills and information:**

* As part of my role in KPMG, there is a big emphasis on IT capabilities and organization. During this time I have become proficient in Microsoft Office especially Excel and Word as well as obtaining in depth experience in the use of Lotus Notes.
* Detailed experience in using IT software packages such as MyClient and Aura.
* Highly developed communication skills, both oral and written. Ability to communicate effectively with all levels both within the organisation and external clients. Experience in managing the client relationship.
* Experienced in working within teams and would be considered a strong team player.
* A high standard of accuracy and excellent attention to detail as well as good analytical skills.
* Effective organizational and time management skills with a proven ability to prioritize workload.
* Ability to work to deadlines and produce results reliably.
* Project management experience.
* Involvement as a course facilitator in the 2012 KPMG new intake training programme. I was involved in setting and presenting the course to graduates entering KPMG
* Participation in KPMG graduate recruitment programme 2013

**Training and Development**

Attendance at various management development and technical skills courses.

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| Academic Achievements |

* **Institute of Chartered Accountants Ireland (2009 – 2011)**  
  ACA Qualified – First time pass in Final Admitting Exams
* **UCD Michael Smurfit Graduate Business School (2008 – 2009)**   
  Master of Accounting (providing CAP 2 exemptions)  
  Result: 2.1
* **UCD Quinn School of Business (2005 - 2008)**

Bachelor of Commerce (providing CAP 1 exemptions)

Result: 1.1

* **St. Peters, Dublin**  
  Leaving Certificate: 540 points

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| Personal Interests & Activities |

I enjoy golf, hurling, rugby and football. I also like reading, socialising and travelling

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| References |

Available on request