**Charles M. Pate**

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**Career Objective:**

To obtain a cost accountant position at "Patriot Corporation," and help the management in analyzing the costs of running business and implementing systems on curbing expenditures and maximizing revenue.

**Summary of Skills:**

* Experienced in performing cost analysis and implementing systems for savings
* Familiarity with Generally Accepted Accounting Principles and Cost Accounting Standards
* Skilled in researching, collating, and analyzing financial data
* Proficiency in accounting software and MS Office suite
* Excellent organizational, communication, and collaborative skills
* Highly organized, self-motivated, and focused on accuracy

**Work Experience:**

Cost Accountant

Westside Group, Miami, FL

October 2014 - Present

* Collecting, collating, and analyzing financial data
* Reviewing and analyzing income and expenditure reports
* Analyzing costs of tangible and intangible assets and implementing systems for savings
* Creating cost data for production, marketing, and HR departments
* Applying internal controls and enhancing cost analysis process
* Reviewing accounting systems and reconciling accounts payables and accounts receivables

Cost Accountant

Wilkinson Inc., Miami, FL

March 2012 - September 2014

* Collected, studied, and prepared reports on business costs
* Reviewed and enhanced cost accounting system
* Analyzed inventory process and system and made adjustments
* Collaborated with department heads and identified cost-cutting options
* Monitored and reconciled purchase and sales information
* Supported standard cost setting and cost analysis process

**Education:**

* Bachelor's Degree in Accounting  
  Miami University, Miami, FL  
  2011

**Reference:**

On request.