

Sara Zeichner, CPA

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SUMMARY

- 6 years of public accounting audit in the following industries: financial institutions, local governmental entities, non-profit entities, construction contractors, manufacturing, real estate, insurance, automotive, and health care. Supervised 5-10 staff. Audit experience includes significant SEC audit and financial reporting.
- Public accounting (tax) experience includes preparation of individual, corporate (with an emphasis on multi-state and consolidated returns) and partnership tax returns
- 2 years of Fortune 200 corporate accounting policy management and financial analysis/reporting

EXPERIENCE

Manager, Corporate Accounting Policy, Ryman International, Inc., Bethesda, MD Sept. Year – Present
Ryman International is a Fortune 200 (high-tech electronics manufacturing) company based in Bethesda, MD.

Reason for Leaving: Seeking a professional opportunity, preferably with less overtime and/or more flexibility for work/life balance, including reduction in daily commute

- Provide technical accounting support to the external financial reporting function
- Support major transactions by identifying and addressing financial / accounting issues and opportunities
- Partner with Strategic Business Units (SBUs) – assist with mergers and acquisitions, real estate sales and leases, joint venture structuring and corporate debt and other securities issues
- Analyze the earnings per share impacts of potential transactions and assist in determining the appropriate accounting treatment under generally accepted accounting principles
- Partner with SBUs and other functional areas to determine and recommend accounting policies and ensure appropriate recording of transactions
- Review newly issued accounting literature and determine applicability to corporation
- Assist in preparation of quarterly Form 10-Qs, annual financial statements and disclosures on Form 10-K

Audit Supervisor, Branson, Jenner & Co., LLC, Washington, D.C. Aug. Year – Sept. Yr

Branson, Jenner & Co., with approx. 120 CPAs, is the 10th largest full-service accounting firm in Washington D.C.

Reason for Leaving: Recruited to Ryman International by a former senior audit manager at Branson, Jenner & Co. Ryman offered a good professional growth opportunity, much less overnight travel requirement, etc.

- Supervised audits and reviews of financial institutions, local governmental entities, construction contractors, manufacturing and non-profit entities. Responsible for the budgets and billings as well as the overall completion of the engagements. Client size ranged from small businesses (\$1,000,000) to large, SEC businesses (\$750,000,000).
- Supervised internal audit outsourcing engagements for financial institution and governmental clients. Responsible for all aspects of the engagement, from budgeting to billing to completion of the engagement. Client size ranged from \$13,000,000 to \$400,000,000.
- Supervised A-133 compliance engagements
- Prepared complex individual, corporate (consolidated and multi-state) and partnership tax returns – both federal and state
- Member of Financial Institution Services and Recruiting committees
- Responsible for all aspects of SEC reporting for SEC clients
- Prepared and coordinated financial institution, local governmental and SEC business proposals
- Authored newsletter regarding SEC Blue Ribbon Committee report on audit committees
- Taught in-house CPE for new requirements of SAS No. 71 as dictated by SEC Blue Ribbon Committee
- Overnight travel: 40%

Audit Senior, Woods, Nelson & Co., CPAs, Frederick, Maryland

Jan. Year – Aug. Yr

Woods, Nelson & Co. is a local public accounting firm and maintained approximately 33 CPAs on staff

Reason for Leaving: Contacted by a recruiter. Attracted to the opportunity to work with a mix of privately-held companies, but also SEC-regulated and other industry clients at Branson, Jenner & Co.

- Served as In-charge and key staff for audits, reviews and compilations of various governmental, manufacturing, insurance, and non-profit entities
- Prepared complex individual, corporate (emphasis on multi-state returns) and partnership tax returns – both federal and state
- Served as In-charge during the integration of a client's business system with an appropriate accounting system. Provided ongoing support.
- Chaired office committee on the selection of an office suite that would productively and efficiently integrate with software tools utilized in public accounting
- Wrote articles for the quarterly client newsletter

Accountant, Wilcox, Ivy, Freeman, & Gardner, Harrisburg, Pennsylvania

Sept. Year – Oct. Year

With 15 CPAs plus other staff, Wilcox Ivy is a local public accounting firm serving Harrisburg, York, Lancaster, etc.

Reason for Leaving: Married and relocated to Frederick, Maryland

- Staff for audits of various real estate, automotive, health care, and non-profit entities
- Prepared individual, corporate (with an emphasis on multi-state and consolidated returns) and partnership (primarily real estate) tax returns
- Participated on the committee which hosted prospective and new employees

EDUCATION & PROFESSIONAL CERTIFICATION

- B.S.A./M.S.A. in Accounting, July Year. University of Kentucky, Lexington, Kentucky
- Certified Public Accountant (Maryland), License #218675. Passed the exam in November Year.

COMPUTER SKILLS

Microsoft Office (including Access and Outlook), Pro-Fx, ACE Audit, McGladrey & Pullen Lotus Notes applications, BNA, WordPerfect, Lotus, FAST, Lacerte, GO System, QUATTRO PRO, CCH Access, FAS 1000, The Number, T-Value, Peachtree, Quicken, QuickBooks, Solomon, CPA Sampling, IDEA

ACTIVITIES

Adjunct Accounting Instructor for Accu-Tech Business Institute
Adjunct Accounting Instructor for Frederick Community College
Member of the American Institute of Certified Public Accountants
Member of the Maryland Association of Certified Public Accountants

HOBBIES

Snow skiing, water skiing, playing the piano, reading, hiking and biking