**CURRICULUM VITAE**

**Charles Darwin**

12 Galapagos Drive, Rathmines, Dublin 6

Email: charlesdarwin1882@gmail.com Tel: 0851111111

[www.linkedin.com/charlesdarwin](http://www.linkedin.com/charlesdarwin)

**PROFILE SUMMARY**

Newly qualified accountant with 3.5 years’ experience having trained with ABC Accountants in their Industry Audit department.

**EDUCATION**

**2014 - 2018**  **Institute of Chartered Accountants Ireland**

Final Admitting Exam 2018

 First time passes

**2011 - 2014 University College Dublin**

 B.Comm (2.1)

**2005 - 2011 St. Patrick’s Secondary School, Dublin**

 Leaving Certificate 460 Points

**EMPLOYMENT EXPERIENCE**

**ABC Accountants, Dublin 2 Sept 2014 – March 2018**

**Industry Department**

**Position: Audit Senior**

I completed my training contract with ABC Accountants where I gained experience a wide variety of companies within several industries in Ireland and the UK such as Energy, Pharma, Construction and Technology.

Responsibilities:

* Audit senior on a team of up to five people. This involved completing work within tight deadlines and limited budgeted hours while also delegating and reviewing other team members’ audit work
* Planning and organising audits prior to commencement through assigning staff duties, budgeting utilisation hours and preparing timelines
* Supervision of financial reporting and Irish filing and compliance assurance engagements of clients
* Application of technical knowledge of Irish GAAP, IFRS, and International Accounting Standards, to enable effective completion of audit engagements with some exposure to US GAAP
* Ensuring quality in delivering client service by directing daily progress of fieldwork, reporting directly to managers and partners of engagement status, and managing performance of assistants
* Conducting risk and business cycle analysis of client’s business to develop appropriate audit plans to address identified risks and to ensure accurate reporting
* Preparation of annual reports and reporting documents
* I worked on a 6-month secondment for XYZ Financial Services producing reports and findings to a high standard while meeting strict deadlines.

Largest Clients:

Company Sector Role Size (Turnover)

A & B Group plc Energy Audit Senior €60m

Tech plc Tech Audit Senior (lead) €1.8bn

UK Group Pharma Audit Senior (lead) £100m

**SKILLS**

* Experience with accounting software packages including Sage and Quickbooks.
* SAP
* Advanced Excel skills

**PERSONAL INTERESTS AND ACHIEVEMENTS**

* I like to keep fit and attend my local gym regularly. I also have a keen interest in rugby, tennis, and jujitsu. I currently play for St. Patrick’s Rugby Club.
* I also enjoy travelling and have travelled extensively throughout much of Australia and South America.
* I regularly support my local charity St. Patricks Hospice by assisting with charity runs and other events throughout the year to raise funds.

**REFERENCES**

References available on request.