

Christina Calas

15539 Goldfinch Circle, Westlake, FL 33470
Phone: (561) 866-4216 • Email: CMScinicariello@gmail.com

Professional Experience

Sound Extreme, Inc. (A Grace Digital/Ecoxgear Company) 11/2023 – Present
Accounting Manager

- Start up Company: Set up and manage the new sister company, Sound Extreme, in QuickBooks and all integrations for our sales channels.
- Manage day-to-day operations and perform 95% of all transactions for the company; Deposits, AR, AP, Intercompany Transactions, Credits, Journal Entries, Balance Sheet Recs, Monthly Financial Package, Inventory Management, Logistics, Imports, Customer Support & Setup, Prepare & file sales tax for multiple states and Order Processing
- Make financial recommendations to maintain and increase the financial health of the company
- Manage a team of 2 – logistics and accounting.
- Create/Manage various ad-hoc projects.

MB Consulting Group, LLC (Company closed in 11/2023) 2/2023 – 11/2023
Senior Accountant

- Client lead on SMB companies and key relationship manager for SMB clients
- General responsibilities include bookkeeping in Quickbooks Online such as coding transactions, preparing journal entries, accrual and cash basis accounting, bank reconciliations, balance sheet substantiations, and monthly client meetings
- Other workflows include onboarding new clients, accounts payable processes, accounts receivable, and sales tax processes
- Assisted SMB clients with weekly and monthly cash flow forecasting and assisted CFO with detailed financial planning & analysis and annual budgets

Total Warranty Services, West Palm Beach, FL 2/2014 – 2/2023
Accounting Manager

- Manage a team of 13 accounting specialists responsible for journal entries, billing, AP and AR
- Analyze monthly and quarterly financial statements to present to senior management
- Prepare documentation for external audits
- Prepare financials – Inter-companies and Reinsurance companies in compliance with GAAP
- Research/Create/Update SOPs – working towards process improvements
- Provide leadership and accounting guidance for team
- Oversee account reconciliations and bank reconciliations
- Review and send monthly reporting to our CFO
- Research, analyze monthly discrepancies – provide support for discrepancies
- Create/Manage various ad-hoc projects

Jupiter Medical Center, Inc., Jupiter, FL 1/2012 – 2/2014
Financial Analyst

- Cash Accountant - Prepare journal entries and account recs for the main operating accounts, prepare and files sales tax

- Daily Functions - Reporting daily cash and deposits, weekly estimated cash, intercompany transfers, and wire payments
- Board Package - Prepare PowerPoint to present to the Board and assist Controller with preparation of the Board package monthly
- Unclaimed Property - Keep track, perform due diligence, and submit to state on an annual basis
- Various projects - Assist finance department and other departments with various projects

Cinnamin O'Shell Turk CPA PA, Delray Beach, FL
Forensic Accountant

9/2008 - 6/2011

- Forensic Accounting - Litigation Support - Analysis of financial accounts to determine hidden assets, profit and loss analysis, balance sheet analysis, and historical income and expenditure calculation/analysis
- Business Valuation - Analyze company books, prepare financial statements, adjustments (i.e., allocation of personal vs business expenses), yearend adjustments, and the calculation of monthly/annual business income and expenses
- Prepare Equitable Distribution Schedules, income tax return comparisons, internet research, and tracing of assets
- Prepare Financial Affidavits - including calculating monthly income, expenses, and deductions
- Prepare Standard of Living Analysis in QuickBooks - Analyzing and creating reports based upon financial accounts such as, credit cards, bank accounts, and investment accounts, that aid in the calculation of monthly and annual expenditures
- Prepare Exhibit Binders and Document Requests, meetings with clients and working with Attorneys
- Production Control - entry of documents into paperless computer program
- Prepare Individual and Corporate tax returns

Rampell & Rampell, Palm Beach, FL
Staff Accountant

7/2007 – 7/2008

- Audits- assisted in various nonprofit and yellow book audits
- Prepare 1040's for 25+ clients and 1120's for 25+ clients
- Prepare 990 returns for 5+ clients, prepare W-2's and prepare 1099's
- Litigation - assisted on a bankruptcy case
- Campaign account - tracked contributions for a campaign account

Southeast Accounting, Pompano Beach, FL
Junior Staff Accountant

12/2005 – 12/2006

- Write-up - enter transactions, journal entries, bank reconciliations, and financial statements
- Prepare sales tax for 10 corporations, prepare liquor tax for 2+ corporations, and prepare payroll tax for 20+ corporations
- Prepare 941's for 30 corporations, prepare UCT-6's for 30 corporations, and prepare 940's for 30 corporations
- Prepare 1040's for 25+ clients and prepare 1120's for 30 corporations

Feldman & Feldman CPA, Boca Raton, FL
Office Manager/Data Entry Clerk/Tax Preparer

8/2003 – 9/2005

- Oversee day to day operations of incoming/outgoing paperwork: manage 50 monthly clients and 40 quarterly clients and UPS/Mailing; handled checks, wrote up deposits, deposited at bank

- Scheduling appointments/Confirming appointments daily, answer phones, order supplies and prepare files/filing; collating - collated 1040's, 1120's, Comps & Reviews, 940's, 941's, and UCT-6's
- Data Entry: entered transactions monthly/quarterly for 50 monthly clients and 40 quarterly clients and entered 300+ tax returns
- Accounts Receivable - kept track of A/R for corporate and 1040 clients
- Payroll - prepared payroll and called in tax due for 3 clients

Education

CPA Eligible

Florida Atlantic University Boca Raton, FL 1/2004 - 5/2007
Bachelor's in Business Administration with a major in Accounting

Post University Waterbury, CT	6/2008 - 12/2009
Certification in Forensic Accounting	

Computer Skills

- Advanced Microsoft Excel
- Shopify
- Cin7
- VBA
- Microsoft Word
- Microsoft PowerPoint
- Microsoft Outlook
- Creative Solutions
- UltraTax
- QuickBooks Certified
- Fin Plan
- EDS
- Engagement
- McKesson - HEFM, HPF, Reports,
- Sage
- PCMI Contracting System
- JIRA
- Star
- Genius Sheets
- NetSuite
- Bill.com
- Brex