

Silas **Kiplagat**

ACCOUNTING MANAGER

Accounting professional with 6 years of experience managing month-end close processes, GL reconciliations, and audit coordination across manufacturing and industrial environments. Reduced duplicate payment incidents by 84.8% by building automated vendor-ID cross-checks and dollar-threshold alerts in Sage Intacct. Skilled in GAAP compliance, variance analysis, and leading teams of up to 6 staff accountants through close cycles using Sage Intacct, QuickBooks, and Excel.

CONTACT INFORMATION

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Paragould, AR 12345

KEY SKILLS

- GAAP
- Sage Intacct
- Microsoft Excel
- QuickBooks
- GL Reconciliation
- AP/AR Management
- Month-End Close
- Variance Analysis
- Audit Coordination
- SOX Compliance

PROFESSIONAL EXPERIENCE

Accounting Manager | Crowley Ridge Industrial Partners, Paragould, AR | 2023 – Present

- Cut late journal entries by 45% by reassigning subledger ownership among 6 staff accountants and introducing parallel reconciliation windows that eliminated idle wait time between review stages.
- Directed a team of 6 staff accountants, assigning close tasks by competency and conducting weekly one-on-ones that lowered rework hours from 19 to 7 per period.
- Reduced duplicate payment incidents by 84.8% by building automated vendor-ID cross-checks and dollar-threshold alerts in Sage Intacct before disbursement release.
- Coordinated 2 simultaneous external audits annually, assembling 34 supporting schedules and resolving auditor inquiries within 36 hours on average.

Senior Accountant | Cache River Packaging Co., Jonesboro, AR | 2021 – 2023

- Managed a team of 4 AP and AR clerks, training 2 new hires on GL coding standards and reducing their onboarding period from 5 weeks to 3 weeks.
- Cut late vendor payment fees by 60% by scheduling weekly payment runs and routing exceptions to a separate approval queue in QuickBooks.
- Prepared monthly bank reconciliations for 11 accounts totaling $4.35M in combined balances, clearing all outstanding items within 5 business days.
- Built variance analysis templates in Excel that identified $68,310 in miscoded expenses across 3 cost centers during annual budget review.

Staff Accountant | Norfork Valley Supply Group, Batesville, AR | 2020 – 2021

- Posted an average of 210 journal entries per month and reconciled 9 GL accounts, supporting a close timeline of 8 days.
- Flagged and corrected 14 miscoded vendor invoices in the first quarter, avoiding $9,540 in misstated expenses.
- Supervised 3 junior clerks during peak close periods under the accounting manager, reviewing their reconciliation work and returning corrections within 4 hours.

EDUCATION

BS Accounting
Arkansas State University, Jonesboro, AR | 2016 – 2020