

REGINA ROMANOV

47 Central Blvd
Merrick, NY 11566

H: 516.608.8144 reginaromanov@hotmail.com www.linkedin.com/in/ReginaRomanov C: 516.941.8955

SUMMARY

A result oriented self-starter with excellent analytical skills Professional. Multi-Industry experience in the Financial and Pharmaceutical fields. Strong capacity to multi task and manage priorities. Proven ability to learn quickly and adapt to change in a fast pace growing environment.

PROFESSIONAL EXPERIENCE

SXC HEALTH SOLUTIONS, CORP. (formerly NMHC) Port Washington, NY **1/2007- 4/2009**

Pharmacy Benefit Management and Technology company with one billion dollar in annual revenue

Finance Manager

Scope of position: Managed 4 people in all aspects of the rebates process which includes calculating rebates and remitting them to clients in a timely and accurate manner.

- Managed financial close, provided P&L analysis and analyzed Financial Statements for Director of Finance and VP of Finance Operations on a monthly and quarterly basis.
- Reconciled General Ledger to Sub-ledger, processed monthly reserves and accrual journal entries.
- Performed extensive data analysis of the Balance Sheet activity to ensure the accuracy of account balances and addressed any accounting related issues.
- Reviewed contracts with Legal to ensure contract wording accomplished proper rate arrangement with the customer to maximize revenue.
- Calculated over 500 final rebates payable due to the clients quarterly and prepared liability analysis to true up or down the estimated amounts.
- Prepared expense analysis and provided ad-hoc reports for external and internal use.
- Coordinated and prepared accounting work papers for annual audits
- Maintained the policies and procedures and set up new policies and procedures to insure fiscal controls over payables billing process

Significant Accomplishments and Enhancements:

- Identified major flaws within various rebate calculations and lead my department to reconcile over 1,000 client account balances from 2004 to 2006.
- Prepared a procedures manual on all aspects of the rebate process.
- Enhanced and automated rebate process to enhance efficiency using excel skills
- Improved month end process which reduced timing from 15 day to 5 day close.
- Consolidated Financial Statements to eliminate duplicate accounts and recognize new ones.

MORGAN STANLEY, New York, NY

4/2004 – 1/2007

Mergers & Acquisitions /Real Estate Group

Global Senior Accountant

Scope of position: Managed all aspects of M&A deals from set-up to recognizing revenue and billing expenses.

- Performed month end reconciliation and analysis of expenses and revenue
- Prepared monthly revenue accruals and reserves journal entries.
- Set up Account Receivable, as well as insured integrity of inter-company transfers of revenue shared and coordinated the transfers with Regional Controllers.
- Prepared and reconciled weekly Management Report and presented to the Business Unit.
- Ensured revenue is being booked accurately and in accordance with Revenue recognition policy
- Performed various monthly analysis and ad-hoc reports.
- Forecasted, reported and reconciled Revenue for M&A department.
- Reviewed and analyzed Actual vs. Budgets Global M&A expenses and made presentations of the results to VP of M&A Controllers with explanations and recommendations for improvements.
- Reviewed and analyzed Balance Sheet accounts
- Prepared detailed expense reports and invoices for Business Unit.
- Monitored bank accounts and booked journal entries for payments when funds were received.
- Processed Morgan Stanley Real Estate Funds billable expense reports.

Significant Accomplishments and Enhancements

- Executed significant IT enhancements which benefited many Controller Groups that utilized Slua System for expense billing and analysis. Designated by Senior Management to be the lead Controller in redesigning coordinating, managing and monitoring 18 month project of this system.
- Set up policies and procedures to ensure the new revenue recognition requirements were Sarbanes Oxley compliant
- With IT I planned and executed to rebuild the WinVault IBD deal system.
- Prepared and executed North American Hedging policy.

BEAR, STEARNS & CO., INC., New York, NY
Clearance Accounting Business Unit

6/1999 – 4/2004

Senior Accountant

Supervised and developed staff accountants including delegation of various aspects of billing, assignments and review of work papers.

- Trained new relationship managers about clearance accounting department's work-papers and reports.
- Liaised with clients and troubleshoot problems which occurred in client's trading accounts and advised them of various solutions.
- Analyzed and reconciled monthly accounts to audit the clearance system and ensured accurate calculation and accurate rates.
- Ensured document compliance to provide improvement recommendations to Senior Management.
- Monitored and collected all documents for new broker-dealer accounts to guide accounting and operations teams with set-up and broker-dealer document maintenance to ensure compliance.

Significant Accomplishments and Enhancements

- Developed Communication expense billing process and saved company over \$200K per year.
- Automated billing systems upgrades to streamline client's reports and accounting department's daily activities.

Staff Accountant

- Prepared P&L variance analysis for 500 Clearance correspondents.
- Responsible for wires and journals to correspondent's respective accounts.
- Prepared and analyzed monthly commission statements for broker-dealers.
- Provided detailed trade analysis reports of various clients.
- Calculated and analyzed interest sharing for broker-dealer clients and prepared journal entries.
- Advised clients in understanding all aspects of the billing system.

EDUCATION

Bachelor of Business Administration in Accounting, Baruch College, CUNY, New York, NY

COMPUTER SKILLS

Microsoft Office (strong Excel skills), Outlook, Great Plains, FRX, QuickBooks, Business Objects, WinVault, Slua (Accounting system), Mainframe (G/L & Taps), LANAMMO, Roll-Your-Own