

## SMYTHE M. KANNAPELL

DC CPA-N #CPN90448

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### ACCOUNTING EXPERIENCE

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#### ACCOUNTANT • CAPE VERDE JEWISH HERITAGE PROJECT • WASHINGTON, DC • 2009-2018

- Support year-end close including adjusting journal entries, bank-to-tax and general ledger reconciliations.
- Oversees Payables Processing
- Preparation and presentation of financial statements including the statement of net position, statement of activities and statement of cash flows
- Maintain accounting records and preparation of annual 990 tax filings including all applicable schedules
- Review of financial transactions for development of annual budget including revenue and expense forecasting and project funding
- Monitoring, analysis and reporting on budget to actual variances
- Administer and review accounting policies and procedures to ensure compliance with GAAP and FASB reporting for Non-profits

#### ACCOUNTING AND MANAGEMENT CONTRACTOR • SELF-EMPLOYED • WASHINGTON, DC •

- Management of revenue reporting to ensure GAAP compliance
- General ledger, bank and credit card allocations and reconciliations
- Preparation and review of journal entries including monthly, and quarterly close adjusting entries
- Provides timely preparation for review with independent accountant of clients tax returns including individual, S-Corp and LLC pass-through entity returns
- Tax scenario research, planning and advice
- Administers the planning, investing and distribution of IRAs and portfolio management
- Performs financial and market analysis to best direct investment dollar

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### OTHER PROFESSIONAL EXPERIENCE

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#### E-COMMUNICATIONS MANAGER • FUTURES INDUSTRY ASSOCIATION •

- Planned, developed and implemented all e-communications and e-marketing activities to promote organizations objective
- Wrote and managed updates for internal and external websites
- Data analytics (monitoring click through rates, etc.)

#### ASSOCIATE • SOUTHERN FINANCIAL GROUP, INC. • COLUMBIA, SC •

- Performed forecasting, modeling and structuring of corporate underwritings
- Compilation and analysis of due diligence files and completing of feasibility, marketing studies and demographic reports, research
- Financial planning and analysis

- Financial accounting, public reporting and SEC compliance on municipal bond projects
- Filing of monthly FOCUS report for NASD reserve requirements

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#### Licensure

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CPA/ CPN\* • DISTRICT OF COLUMBIA • MARCH 2017 #CPN90448

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#### Education

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UNIVERSITY OF MARYLAND-UNIVERSITY COLLEGE • 2016

Masters of Accountancy and Financial Management

GPA: 4.0

Phi Kappa Phi Honor Society

GEORGE WASHINGTON UNIVERSITY • 2012

Non-degree seeking business and accounting coursework

GPA: 3.63

UNIVERSITY OF MISSISSIPPI • 1996

Bachelors of Public Administration

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#### Software Skills

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MS DYNAMICS / GREAT PLAINS ACCOUNTING

QUICK BOOKS

MS EXCEL

SHAREPOINT

SALESFORCE

DRAKE TAX PLANNING

MS OFFICE SUITE (WORD, POWERPOINT)

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#### Volunteer Activities

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- IRS VITA Program- providing tax preparation and counseling to the low income and elderly
- Catholic Charities Financial Services Network- serves as a financial coach to low income individuals seeking a more secure financial future

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\* THE DISTRICT OF COLUMBIA IS A TWO-TIER LICENSING SYSTEM ISSUING A CPN LICENSE TO INDIVIDUALS SUCCESSFULLY COMPLETING ALL FOUR SECTIONS OF THE CPA EXAMINATION AND MEETING THE REQUIRED EDUCATIONAL REQUIREMENTS, BUT DO NOT PERFORM PUBLIC AUDIT SERVICES AND/OR WORK DIRECTLY UNDER AN ACTIVE CPA.