**William R. Ferguson**

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**Career Objective:**

To work as a tour accountant for a big entertainment company and handle all financial activities of tour concert.

**Summary of Skills:**

* Excellent knowledge of the Generally Accepted Accounting Principles
* Considerable experience accompany tour concert and managing finance
* Proven efficiency in preparing reports and handling business correspondence
* High-level proficiency in operating reporting, query and data analysis tools
* Excellent verbal and written communication skills
* Skilled in managing time, multi-tasking, and job prioritizing

**Work Experience:**

Tour Accountant

Pleasure Trip Agency, Hammond, LA

November 2014 - Present

* Working closely with the Finance Manager and controlling the tour cost and accounting functions
* Allocating check and cash to manage tour as per the budget
* Preparing and submitting weekly and monthly finance reports
* Assisting with internal and external audit and ancillary revenue
* Keeping detail accounts of production crew and other miscellaneous expenses
* Contributing in the creation on budgets and forecasts

Tour Accountant

Pink Music Company, Hammond, LA

April 2013 - October 2014

* Prepared and maintained information on vouchers, invoices, and receipts
* Calculated tax to be paid and filed tax returns
* Handled marketing expenses of media and events sales
* Purchased sound and lighting equipment and negotiated with vendors for cutting price
* Distributed payments to volunteers and spot boys helping in arranging chairs and other instrument

**Education:**

* Bachelor's Degree in Accounting
Hammond University, Hammond, LA
2012

**Reference:**

On request.