

JULIAN N. RIVERA

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PROFESSIONAL SUMMARY

Bilingual accounting and payroll professional with 10+ years of experience across multiple industries. Recognized QuickBooks Level 2 ProAdvisor and Sage Intacct-certified, with a Six Sigma Black Belt in process improvement. Skilled in full-cycle AP, AR, payroll, and compliance with GAAP, IFRS, and ASC standards. Adept at streamlining workflows and producing accurate, timely financial reporting.

WORK HISTORY

Payroll Accountant, 07/2025 – 09/2025

K&D Development (Contract) – Denver, CO

- Administered end to end payroll processing and benefits for all staff
- Oversaw project accounting and (COGS), ensuring accurate job costing and profitability analysis
- Led new employee onboarding processes, handling payroll setup, benefits enrollment, and policy orientation
- Managed monthly WIP schedules by analyzing costs-to-date, percent-complete, and earned revenue for multiple active projects
- Maintained ongoing communication with project managers and senior leadership to provide real time updates on project status, profitability, and project performance

Payroll Accountant, 03/2025 – 06/2025

Robert Half (Contract) – Golden, CO

Vista Geoscience, LLC

- Oversaw small business full-cycle accounting, payroll, and HR, ensuring accurate financials and compliance
- Processed payroll for 100% compliance with wage laws, ensuring timely and error-free employee payments
- Improved cash flow management by accurately applying AR payments and efficiently handling AP billing.
- Maintained HR compliance through benefits administration, expense approvals, and records management

Project Accountant, 10/2024 – 01/2025

Creative Financial Staffing (Contract) – Lakewood, CO

Centerpoint Integrated Solutions

- Managed 50+ project budgets, overseeing reporting, expenses, and reconciliations in Dynamics 365.
- Created and managed purchase orders, onboarded vendors and facilitated timely change order processing.
- Prepared WIP reports for month-end close and supported leadership with insights on project profitability and progress.
- Ensured accurate ASC 842 lease accounting for ROU assets and liabilities.
- Processed expense reimbursements in Ripple and coded invoices to the GL, ensuring accurate classification.

Project Accountant, 05/2024 - 07/2024

Robert Half (Contract) – Remote

Fiber Fast Homes

- Processed 60+ AP invoices daily, coded to the general ledger, and prepared for weekly payments.
- Supervised two staff accountants, ensuring accurate financial reporting and timely closing

- Managed vendor onboarding, purchase orders, and project billing, ensuring alignment with ASC 606
- Utilized Sage Intacct to streamline financial reporting and maintain accuracy across all accounting operations.

Project Accountant, 07/2023 - 02/2024

Resource Innovations – Remote

- Managed project budgets and financials for 30+ projects, ensuring accurate reporting and ASC 606 compliance.
- Processed transactions and maintained general ledger accuracy using Sage Intacct.
- Collaborated with clients and project managers on contract requirements and budget projections.
- Approved final payments, managed expenses, and supported audits by identifying process improvements.

Financial Consultant, 05/2022 - 03/2023

Robert Half – Fort Worth, TX

- Managed payroll corrections, reviews, and compliance in ADP for City Hall of Fort Worth.
- Resolved ledger backlogs, reconciled accounts, and handled payables in Oracle Netsuite for TBN
- Handled AR, SOP updates, and accounting using Dynamics 365 for Telus Agriculture.
- Consistently completed month-end closing reports, remittances, and improved financial operations overall

Payroll Accountant, 11/2021 - 04/2022

Phoenix Management – Cedar Park, TX

- Managed accounting financials in Deltek Costpoint and prepared audit documentation
- Processed payroll for 220+ employees and distributed W-2s in a timely manner
- Accounts Payable, ensuring timely weekly invoice payments.
- Handled Accounts Receivable and maintained up-to-date Aging reports.

Staff Accountant, 10/2020 - 10/2021

SGS International – Miami, FL

- Processed payroll, expense reports, new hire onboarding data and prepared payroll journal entries.
- Coded and processed high-volume AP/AR invoices, resolving discrepancies and reducing monthly errors.
- Generated financial remittances from QuickBooks using Excel, ensuring accurate tracking of costs.
- Ensured compliance with CAS through accurate cost tracking, expense allocation, and regulatory reporting.

Payroll Accountant, 10/2020 - 10/2021

SGS International – Miami, FL

- Processed payroll, expense reports, new hire onboarding data and prepared payroll journal entries.
- Coded and processed high-volume AP/AR invoices, resolving discrepancies and reducing monthly errors.
- Generated financial remittances from QuickBooks using Excel, ensuring accurate tracking of costs.
- Ensured compliance with CAS through accurate cost tracking, expense allocation, and regulatory reporting.

Earlier Accounting Roles (2015 – 2020)

- Held multiple accounting and payroll duty positions involving full-cycle accounting, payroll and expense processing, AP/AR, month-end close processing, and financial reporting

EDUCATION

Bachelor of Science: Business Administration & Management, **Expected in 05/2026**

Florida International University - Miami, FL

Associate of Science: Business Administration & Management, 12/2024

Broward College - Fort Lauderdale, FL

SKILLS

- Microsoft Excel
- Microsoft Access
- Microsoft PowerPoint
- Kronos Workforce
- Deltek Costpoint
- Oracle Peoplesoft
- Sage Intacct
- RealPage
- Microsoft Dynamics 365 Accounting
- SAP
- Oracle Netsuite ERP
- Quickbooks Online
- ADP Workforce
- Quantum Control