

ISATOU SARR

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[LinkedIn](#) | [Merit Profile](#)

PROFESSIONAL PROFILE

Highly detail-oriented, analytical, and self-motivated professional with a strong academic background and extensive experience in both profit and nonprofit organizations. Demonstrates exceptional ability to handle multiple tasks under high-pressure deadlines with efficiency and perseverance.

EDUCATION AND CERTIFICATIONS

Southern New Hampshire University, USA

*Pursuing a BSC in Accounting with concentration in **fraud examination**, minor in Information Technology*

GPA: 3.985; 14 Honor Rolls; Three President's Certifications so far

2022 – Present

Foundations of ACCA Certification

AAT Certification in Accounting Technician

AAT Certification in Intermediate Accounting

AAT Certification in Foundation Accounting

Access Accounting Software Certification

Microsoft Word and Excel Certification

West African Senior Secondary Certificate (WASSCE) - Equivalent to a high school diploma in the U.S.(evaluated)

SKILLS

- Fund E-Z
- QuickBooks
- Salesforce
- Access Accounting
- Sage Line 50
- Microsoft Applications: Excel, Word, Outlook, PowerPoint

- Tompro
 - Asset Management
 - AvidPay
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PROFESSIONAL EXPERIENCE

Bookkeeper

Coalition for the Homeless, New York, NY

May 2015 – June 2024

- Demonstrated high levels of integrity and competency in all assigned roles.
- Prepared reports for financial transactions related to the Scattered Site Housing Program (SSHP) as per HASA terms.
- Conducted monthly bank reconciliations and reconciled credit card transactions.
- Processed and transported cash receipts to the bank and organized check deposits.
- Managed and distributed bi-weekly staff payroll checks.
- Handled administrative functions including documentation and filing.
- Processed and prepared billing for agencies in the First Step Job Training program.
- Performed additional duties as assigned by the CFO and Finance Department staff.

Development Assistant

Coalition for the Homeless, New York, NY

May 2014 – December 2014

- Supported revenue-raising objectives through accurate and timely administrative tasks.
- Entered data into Salesforce and Raiser's Edge.
- Created filing systems for major donor foundations.
- Collaborated with the Digital Media Director to update the website using the CMS.
- Achieved top marks in mid/final evaluations, demonstrating exceptional performance.

Business Analyst III - Financial Advisory/Consultation

Deloitte & Touche, Gambia

2004 – 2013

- Prepared monthly financial statements for Air Senegal International, contributing to a 20% increase in the company's bottom line.

- Managed accounts receivable and payable for the Global Fund HIV/AIDS Project and subsidiaries.
- Conducted daily cash reviews, invoicing, and revenue allocation.
- Supported payroll processing with timely data provision.
- Monitored fixed assets and maintained records for annual depreciation.
- Provided bookkeeping and accounting services, including funds accountability statements.
- Delivered consulting services, including system assessments and client training.

Business Analyst III - Bureau Service & Client Support

Deloitte & Touche, Gambia

- Provided client support and accounting consultation for national and international businesses.
 - Implemented and supported Access Accounts accounting software.
 - Assisted clients with transaction postings, bank reconciliations, and posting reviews.
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SKILLS

Hard Skills:

- Fund E-Z
- QuickBooks
- Salesforce
- Access Accounting
- Sage Line 50
- Microsoft Applications: Excel, Word, Outlook, PowerPoint
- Tompro
- Asset Management
- AvidPay
- Bill.com

Soft Skills:

- Detail-oriented
- Analytical thinking
- Self-motivated
- Efficient multitasking under high pressure
- Strong organizational abilities
- Perseverance
- High integrity and competency
- Effective communication