

JORDAN GARLAND
Assistant Accountant
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Nov 2016-Present **'Holmes & Watson' Sony**

Financial Controller: Andy Hennigan

Construction assistant accountant - Construction payroll, accounts payable, credit cards, crew payroll - sfx, Set Dec & props

Feb 2016-Nov 2016 **'The Mummy' Universal**

Financial Controller: David Wilcock

Production Accountant: Maryliss Gonzalez

Payroll assistant - some Accounts Payable, some Dailies Payroll

APATS TRAINING SCHEME

Dec 2015-Feb 2016 **'Bridget Jones Baby' Nothing But Fiction Films Limited**

Production Accountant: Jon Duncan

Assistant accountant - accounts payable

Nov 2015-Dec 2015 **'The Hand Of The Creator' Nothing But Fiction Films Limited**

Production Accountant: Sam Scowcroft

Producer: Clare Cahill

Assistant production accountant - bank reconciliations, journals, cost report prep

Aug 2015-Nov 2015 **'Assassins Creed' Time Out Of Mind/20th Century Fox**

Financial Controller: Celeste Talaszek

Production Accountant: Rebecca Wolf

Assistant construction accountant - accounts payable, wire transfers, credit cards

May 201-Jul 2015 **'Blackbird 2016' Westend Blackbird Limited**

Production Accountant: Alan Gavin

Co- Producer Celia Duval

Accounts Assistant - Accounts payable, accounts clerk, some petty cash

SOFTWARE PACKAGES USED:

PSL, PSL3, Vista, Eclipse, MoneyPenny, Excel , Word,, Sage Line 50,TAS

NON-FILM RÉSUMÉ

Dec 2003 –Dec 2004	Department Team Leader Tesco Plc	People management Safety & legal management
Jan 2005 –April 2015	Department Manager Tesco Plc	People management Safety & legal management Cash management Payroll management

EDUCATION / QUALIFICATIONS

- Production Guild Training – APATS: An overview of the production process and the role of assistant production accountant. See work placements above
- Association of Accounting Technicians Qualified (AAT) Levels 2,3 & 4 NVQ
- GCSEs: 5 Cs