

Brandi Serin

Accounting Manager



Scope of Services

As Accounting Manager, Mrs. Serin is responsible for the accounting and financial reporting of the Company's institutional portfolio. She is integral in the development and implementation of core systems and processes for collecting, analyzing, verifying and reporting financial information.

Her responsibilities include achieving accounting operational objectives by contributing accounting information and recommendations to strategic plans and reviews, staff supervision, managerial duties, preparing and completing action plans, forecasting requirements, preparing budgets, monitoring revenue and expenses and establishes internal controls.

Background & Experience

Mrs. Serin joined NAI/Merin Hunter Codman in March of 2016. She brings to the firm almost two decades of progressive accounting experience. Most recently, Mrs. Serin served as an Accounting Manager for John C. Bills Properties in Palm Beach Gardens, FL. Mrs. Serin was a critical team member responsible for, but not limited to preparing monthly and year end reports and financial packages, overseeing daily accounting functions, preparing annual budgets, analyzing and reviewing accounts, and tracking brokers' commissions.

Education

Mrs. Serin holds a Bachelor's Degree in Accounting from Florida Atlantic University and completed the Skills for Success course from Dale Carnegie Training.

Skills

Mrs. Serin is proficient in multiple accounting software systems, including but not limited to Yardi, MRI, Skyline, American Contractor, and QuickBooks, with advanced Microsoft Excel skills.