ANTHONY LAZARO

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SUMMARY

Junior developer seeking an internship or entry level role in order to gain firsthand experience in a web or software development role alongside a team of more experienced engineers and developers. Exceptional, highly organized work ethic with excellent time management and problem-solving skills. Knowledge of SQL querying, HTML, CSS, and JavaScript. Advanced knowledge of Microsoft Office products and Windows operating systems.

SELECTED WORK EXPERIENCE

Protiviti | New York, NY   09/2020 – 01/2021
Internal Audit Support Associate at Citi
- Assist with management of resource scheduling tool initiative, used to track what audits individuals are working on, their utilization, and where time is spent in regards to hours working on various audits and work streams.
- Assist with training of new team members.

Moody's Investors Service | New York, NY   06/2016 – 09/2019
Senior Associate (04/19 – 09/19)
Associate (06/16 – 04/19)
- Review daily new ratings reports and rating release sheet from AccuRate in order to draft invoices in Phoenix billing system. Process annual fee drafts on a monthly basis.
- Review contracts provided by the Pricing and Legal teams to understand the dynamic fee schedule calculations and revenue recognition for the different business sectors.
- Follow up on unresolved invoicing issues by working closely with Commercial, Pricing, and Global Middle Office teams through email, conference call, or Salesforce customer service platform.
- Generate and analyze revenue data reports pulled from Moody's proprietary invoicing system using Excel on a weekly and monthly basis to ensure compliance with internal controls and Sarbanes-Oxley regulations.
- Ensure accuracy of monthly and quarterly accruals through testing within the Phoenix billing system.

Weiss, Wexler and Wornow P.C. | New York, NY   03/2015 - 06/2016
Accounts Receivable Admin
- Created, approved, and submitted a high volume of invoices to clients and adjusters for services rendered.
- Generated audit reports on a quarterly basis to determine amount of outstanding revenue for 40 insurance carriers.
- Contacted claims adjusters regarding collection on outstanding invoices.
- Processed tens of thousands of dollars in checks and invoices on a weekly basis.

EDUCATION

SQL Bootcamp | Noble Desktop | New York, NY   09/2019
- https://www.nobledesktop.com/classes/sql-bootcamp

BA, "Economics" | Brooklyn College, CUNY | Brooklyn, NY   08/2010 – 05/2014
- Concentration in Economic Analysis

BS, "Business, Management, and Finance" | Brooklyn College, CUNY | Brooklyn, NY   08/2010 – 05/2014