

# Carla Jensen

## Experienced Finance Associate

@ fakeemail@gmail.com Norfolk, UK



### SUMMARY

Proficient finance associate with experience in payroll, credit control, purchase ledger, treasury and cash flow management, management accounts, reporting and banking. Seeking an opportunity to progress my career in a growing investment company.

### EXPERIENCE

**Senior Finance Associate** 2018 - 2021  
**ABC Investment Company** Norfolk, UK

Managed financial operations and collaborated with senior management to ensure the company's success

- Developed and implemented financial policies that saved the company 10% of its annual expenditure
- Managed a team of 10 finance staff and oversaw daily operations in the finance department
- Generated financial reports and presented them to the board of directors to support decision making
- Improved the company's cash flow by 20% through effective treasury management

**Finance Analyst** 2015 - 2018  
**XYZ Investment Firm** Birmingham, UK

Provided financial analysis to support business operations and improve decision-making

- Developed financial models and performed financial analysis that helped identify new business opportunities
- Supported the company's financial planning and forecasting process
- Provided financial guidance and support to various departments and stakeholders
- Streamlined financial reporting processes resulting in 15% improvement in efficiency

**Finance Intern** 2014 - 2014  
**PQR Bank** London, UK

Assisted the finance team in daily operations and provided support in financial analysis

- Prepared financial statements and reports under the supervision of senior finance staff
- Assisted in budgeting and forecasting activities
- Provided support in reconciling accounts and resolving discrepancies
- Developed skills in using financial software applications

### EDUCATION

**Bachelor of Science in Finance** 2011 - 2014  
**University of Manchester** Manchester, UK

### STRENGTHS

#### Leadership

Managed finance team of 10, resulting in 20% increase in productivity.

#### Problem-solving

Developed a financial model that reduced expenses by 15%.

#### Attention to detail

Identified and corrected financial discrepancies, resulting in accurate financial reporting.

### SKILLS

Financial analysis ·

Budgeting and forecasting ·

Payroll management · Credit control ·

Purchase ledger management ·

Cashflow management ·

Management accounts · Reporting ·

Banking · Excel

### ACHIEVEMENTS

#### Implementation of new financial software

Successfully implemented new financial software resulting in a more efficient and accurate financial reporting system.

#### Reduction in expenses

Reduced expenses by 10% by identifying areas of cost savings.

### AWARDS

#### Finance Excellence Award

Awarded for outstanding financial analysis and reporting.

#### Employee of the Year

Recognized for exceptional leadership and teamwork skills.