

Brigitte Monahan

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EXPERIENCE

BUSINESS OPERATIONS MANAGER

Los Angeles

Business Operations Manager

09/2014 – present

- Analyzed actual results against expected performance and communicated areas for improvement
- Built, maintained and communicated tools for local teams and HQ teams to help them leverage all of the data
- Created and maintained effective relationships across entities, functions, regions, Divisions and Headquarters
- Developed analytical frameworks and coordinated with other business units to measure the impact and efficiency of new products and business processes
- Developed, evaluated, and implemented performance metrics for functions supervised
- Developed, implemented and updated effective financial and operational reports to meet current financial reporting needs as well as well as future enhancements
- Diagnosed complex problems and developed compelling, data-driven recommendations
- Drove analysis to assist local teams in tracking KPIs, deep diving into challenges and quantifying opportunities
- Identified operational weaknesses and helped improve or innovated new processes
- Managed expense reports
- Measured and analyzed actual performance and made recommendations for improving profitability where needed
- Provided reliable access to high quality data through dashboards and reports
- Provided research and analytics to the business to identify potential trends , anomalies, risks and opportunities for improvement making suggested recommendations on areas where financial performance can improve
- Provided training and education to Supervisors, exempt, and non-exempt employees on metrics and tools to improve financial performance
- Reported on KPI related to identified goals
- Reviewed and analyzed forecasts and recommended changes when appropriate
- Updated forecasts for new developments to provide management with a current perspective of the business
- Wrote queries and performed ad hoc data analysis to remove roadblocks and keep operations running smoothly

EDUCATION

LIM COLLEGE

2011 – 2014