

# FIRST LAST

## Senior Financial Analyst

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### PROFESSIONAL EXPERIENCE

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**RESUME WORDED** — New York, NY

2016 - Present

*Senior Financial Analyst*

- Produced annual budgets and quarterly forecasts with special forecasts on request for annual budget revenues in excess of \$100 million.
- Maintained budget system with over 250 general ledger accounts and over 200 centers.
- Collaborated with Senior Vice President of Financial Planning creating 2-year plans.
- Created financial models for proposed vendor contract renewals in excess of \$1.1 million.
- Regularly requested adjusting journal entries which reduced the error rate by 15%.
- Coordinated and led two cross-functional teams to meet external customer and consumer needs, while meeting financial targets.
- Developed and facilitated 15+ presentations and meetings with the finance team of 10.
- Generated \$450,000 in annual savings by implementing a new expense report procedure.

**GROWTHSI** — New York, NY

2012 - 2016

*Lead Financial Analyst (2015 - 2016)*

- Conducted financial analysis throughout 5+ projects; oversaw daily operations of 4 direct reports.
- Streamlined process improvement and quality control incentives, minimizing company cost by 20% and time by 10 hours per week.
- Created and executed journal entry automation process, resulting in a 25% minimization of labor.
- Assumed key role as the primary point of contact for fixed assets in a 3-year, \$50 million project, with duties including financial modeling, revenue and cost accounting, and consumption.
- Analyzed and ensured 100% accuracy within pricing level per contract.

*Financial Analyst (2012 - 2016)*

- Managed a \$100 million capital budget to ensure assets were procured with the schedule.
- Analyzed supplier contracts and advised negotiation strategies to reduce costs by 5%.

**RESUME WORDED** — New York, NY

2012 - 2013

*Lead Financial Consultant*

- Managed portfolios for 50+ clients both discretionary and nondiscretionary accounts.
- Assisted, presented, and raised \$5 million in capital for private placement.
- Presented investment opportunities and concepts to 15+ potential investors.

### EDUCATION

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**GROWTHSI BUSINESS SCHOOL**

**San Francisco, CA**

*Certificate in Public Budgeting and Financial Management*

**2010-2012**

**RESUME WORDED UNIVERSITY**

**New York, NY**

*Bachelor of Science, Major in Finance; Minor in Data Analytics*

**2007-2011**

### ADDITIONAL INFORMATION

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- Techniques: SDLC (Software Development Life Cycle), Resource Planning, Jira, Data Trending
- Technical Skills / Software: Python, R, Microsoft SQL Server, Quickbooks, SAP
- Certifications: Senior Financial Analyst Bootcamp (2016), Passed Resume Worded examinations