

ELENA DIETRICH

12370 LYNETTA ISLE, SAN FRANCISCO, CA

PHONE

+1 (555) 882 9980

EXPERIENCE

SCHOWALTER-BLOCK

10/2018 – present

San Francisco, CA // *Finance*

- Strong, data-oriented, and problem solving skills
- Aptitude for working in a swiftly changing, dynamic environment
- Strong attention to details
- Self-motivated personality with high standards for quality of work and accuracy
- Proficiency in MS Office (Excel, Access, PowerPoint, and Word)
- Product knowledge across all asset class (Derivatives and SFTs)
- Finance - capital or liquidity reporting (COREP, LCR, NSFR etc) would be beneficial
- BAU / production issue management and resolution
- Dealing with Front Office, market risk Credit risk, Operations and IT support

SCHMITT AND SONS

04/2012 – 09/2018

San Francisco, CA // *Finance*

- Team player willing to contribute across all aspects of the finance organization
- Advanced skills in MS Excel and ERP aptitude
- Knowledge of Hyperion, PeopleSoft is considered an asset
- Comfortable in communicating ideas and proven presentation aptitudes
- A motivated self-started that takes initiative to bring issues to resolution
- A sense of autonomy, initiative and responsibility
- Commercial and business awareness
- Good communication skills – both written and verbal
- Solid proficiency in Microsoft Office and other finance management and reporting software like Netsuite, Quickbooks, Intacct

EDUCATION

PRATT INSTITUTE

Bachelor's in Finance

SKILLS

- Finance
- Extensive financial reporting experience
- Accountancy Qualification (ACA/ACCA/CIMA)
- Excellent MS Excel skills
- Treasury Accounting experience (including preparation of disclosures to the annual report)
- Experience with Treasury products
- Experience with GCS & SAP
- Objective discretion regarding the handling of confidential matters and information, materials and sensitive cases