

# Arkadiusz Laska

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## Work experience

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### Accenture

April 2019 — March 2020

Financial Data Analyst

**Responsibilities:**

- preparing ad-hoc analysis and reports with MS Excel and Google Sheets
- participating in weekly calls with Project Manager
- scheduling meetings with relevant stakeholders
- extracting data with SQL queries
- maintainance of existing dashboards
- preparing presentations

### Brown Brothers Harriman

Feb 2018 — Mar 2019

Investment Specialist - Derivatives

**Responsibilities:**

- creating automatic solutions for repetitive business tasks with VBA
- preparing of interactive checklists supporting process and decreasing risk
- daily calculation of Variation Margin for several clients, clearing breaks between broker and client
- preparing SQL-based macros accelerating database oriented tasks
- performing of application tests for new customer-tailored process
- Collateral Management (OTC market)
- developement of knowledge about financial instruments (specially futures derivatives)

### Capgemini

Jun 2017 — Feb 2018

Credit and Collection Specialist

**Responsibilities:**

- coordinator of two team members
- controlling and review of process quality
- monthly review of team results
- assisting team leader with addressing of top balances
- supporting team leader by supervising team tasks: disbursements, write-offs, transfers to Legal Collection Department
- handling various ad-hoc tasks
- providing of assistance to less experienced team members
- control of items assignment within team

### Capgemini

May 2016 — Jun 2017

Credit and Collection Analyst

**Responsibilities:**

- reconciliation of complicated accounts- collection of overdue balances- issuing of collection notices
- monitoring customer accounts for non-payment, delayed payment and payment discrepancies
- disbursing credits to customers
- addressing varied collection cases via email and phone
- reporting about status of biggest accounts on monthly basis
- assignment of broker accounts to particular representatives

- supporting new team members

## Education

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Applied geophysics - Master of Science degree

March 2015 — June 2016

AGH Krakow

Master thesis: Optimization of geophysical model and seismic inversion algorithm, computing of seismic inversion, analysis of results

Geophysics - Bachelor's degree

October 2011 — January 2015

AGH Krakow

Bachelor thesis: "GPR measurements near Cracow Gate in Ojcow National Park"

## Skills

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### Hard skills:

- MS Excel - advanced level (formulas, pivots)
- VBA - advanced level
- SQL
- Python 3: (scripts, regular expressions, BeautifulSoup, Pandas, Scikit-learn)
- Machine learning algorithms: Linear Regression, K-Nearest Neighbors
- MS Office (Outlook, Access, Word, PowerPoint), IBM Lotus Notes
- SAP
- GitHub portfolio: <https://github.com/Arek1792>

### Soft skills:

- Analytical mind
- Good organization skills
- Ability to work under pressure
- Team working

## Languages

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- Polish - native
- English - fluent (technical and business vocabulary)
- Swedish - B1 level

## Interests

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- Books
- Martial arts
- Movies

## Clause

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