|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Colin Allen Finance Manager | | | | | | |  | | 089 541 5897  123 Bray Road  Co. Dublin |
|  | | | | | | |  | |  |
|  | | | | |
| Work History |  |  | **Accounts Assistant**  2010 – 2017 | | | **Bank of Ireland**  Jobs included were:   * Complete monthly balance sheet reconciliations * Present findings of monthly balance sheet * Work with Group Financial Account to resolve items * Daily postings of bank transactions * Preparation and monthly group bank reconciliations * Invoice discounting facility bank to debtor reconciliation * Assist with preparation of quarter end and year-end audit files * Act as point-of-control with external auditors * Support all month end general accounting activities * Work with teams and the business to support the month end close * Accruals and prepayments postings as required * Assist with open PO accruals ageing review and maintenance * Responsible for creating fixed assets approved for capex speed * Posting of employee expenses on a monthly basis * Worked with Financial Controllers, Internal Audit and Process Integration | | | |
|  |  |  | | |  | | | |
|  |  | **Head of Operational Risk & Control**  2007-2010 | | | **Google**  Jobs included were:   * Thought leader, developed stategy across operations crontrols * Acted as a single point of contact for key business sponsors, Operations heads and other rosk and control organisations * Provided a hostile view of operational risk and regulatory activities from all sources * Proactively manage key operational risks through close working with operations managers snd support group functions * Advise on key operations risksm the approiateness of controls, opportunities for improvement and best practices * Oversee Control Assessment program globally, ensuring proper and conisistent coverage and evaluation of operating risks and controls * Ensure oversight and reporting of corrective actions, including advising on development of appropiate and time action plans * Work with businesses to ensure internal and external audit prepardness * Ensure the effective operation of a suitable governance framework for the oversight and reporting of key risks and controls * Review key metrics, significant control events and deficiencies * Initiate further investigation or trend analyis and remedial action as necessary. | | | |
|  | | | | |  | | |  | |
|  | | | | |  | | |  | |
| Awards |  |  | | 2011 Communications Certificate  2012 Heath & Safety Certificate  2013 Human Resouces Certificate  2014 Finance Certificate  2016 Operations Certificate | | | | | |
|  | | | | |  | | |  | |
|  | | | | |  | | |  | |
| Skills |  |  | | Superior selling and negotiation, proved track record of team leadership, financial savvy, strategic thinker, excellent communication skills, good judgement, team orientated, excellent problem solving, excellent influencing skills. | | | | | |
|  | | | | |  | | |  | |
|  | | | | |  | | |  | |
| Education |  |  | **National College of Ireland**  2007 – 2008 | | | Master’s Degree in Accounting & Finance | | | |
|  |  |  | | |  | | | |
|  |  | **National College of Ireland**  2000 - 2006 | | | BSc (Honours) in Business Analysis | | | |