**Allen Ginsberg**

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**Objective:**

Hard-working and goal-oriented professional with more than 15 years of experience as a **Consultant,** now seeking a challenging position of a senior analyst in an organization where I will get an opportunity use my all skills to benefit the organization

**Qualification Summary:**

Diligent and skilled analyst with the excellent analyzing skills, expert in market research and analysis, knowledge of time management, excellent written and oral communication skills, good interpersonal skills, excellent presentation and organization skills, other Core Competencies include:

**Professional Experience:**

ABC Financial Corporation, Franklin

From 2004 to present

Government Affairs Analyst

* Working on the position of senior analyst and handling all the duties of this position efficiently and successfully, these duties are:
* Mainly responsible for handling a team of financial analyst and analyzing their work efficiently
* Planning and developing new strategies and plans with the help of the management to increase the business
* Providing help and support to the employees
* Responsible for analyzing financial information and financial reports/statements
* Maintaining a good relationship with the other analysts

City Finance Inc., Franklin

From 1999 to 2004

Government Affairs Analyst

* Handled all the duties and responsibilities of the senior analyst position successfully, these duties and responsibilities are as follows:
* Handled a team of 4 financial analyst and analyzed their work and performance
* Developed and implemented new plans and strategies with the help of other analysts to increase the business
* Provided help and solutions to the team members in their work
* Attended all the meetings with the management to prepare new policies

XYZ Company, Franklin

From 1993 to 1999

Government Affairs Analyst

* Worked on the position of analyst and handled all the duties and responsibilities assigned to this position, these duties are as follows:
* Mainly responsible for analyzing financial projects and financial information of the employees
* Advised clients and customers for making a correct investment
* Prepared various financial reports and statements
* Responsible for reporting to the senior analyst
* Responsible for completing other duties as assigned

**Computer Knowledge:**

Highly proficient in computer operations

Internet Proficiency

Knowledge of MS office (Excel, Word, PowerPoint)

Operating System: Windows XP, Vista

**Educational Qualification:**

Master’s Degree of Government Affairs from NY University in 1993