

JEAN WORLEY

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Professional Summary

Astute financial management professional with over five years of experience. Proactive and resilient in the face of diverse budgeting and business challenges. Dedicated to helping businesses develop sound financial footing.

Skills

- Risk management
- Business activity tracking
- Budget planning
- Good communication
- Financial reporting
- Staff training
- Recruitment and hiring
- Analytical thinking

Work History

Assistant Finance Director, AZ Finance Experts — Phoenix, AZ (01/2022 to Current)

- Implements process improvements that have increased data accuracy and transparency by 35%.
- Assists in planning and directing financial department workflow, overseeing a total of 30 employees.

Insurance Agent, MAS Finance — Phoenix, AZ (07/2019 to 12/2021)

- Worked with a team of 20 employees and trained new hires to comply with company policies.
- Improved customer engagement and revenue by 25% by promoting available services on social media.

Education

MBA: Finance

University of Arizona School of Business — Phoenix, AZ (May 2018)

BBA: Finance and Accounting

AZ University School of Business — Phoenix, AZ (May 2015)