

Professional Summary

Results-driven finance executive with 15+ years of experience in strategic management, vendor relations, and team leadership. Proven track record of driving process improvements and cost savings in high-pressure environments.

Professional Experience

Senior Director of Financial Operations (FI09)

Inazuma.co | January 2020 - Present

Director of Finance (FI07)

NovaTech Inc. | June 2015 - December 2019

Key Achievements:

- Reduced operational costs by 25% through process automation and vendor renegotiations.
- Developed and implemented a financial planning and analysis framework, resulting in a 30% increase in forecast accuracy.

Responsibilities:

- Managed a team of financial analysts and accountants.
- Coordinated with external auditors for annual audits.

Senior Financial Analyst (FI04)

Pinnacle Financial Services | March 2010 - May 2015

Key Achievements:

- Identified and addressed a \$1 million discrepancy in financial reporting, ensuring compliance with regulatory requirements.
- Collaborated with the management team to develop a comprehensive budgeting process, leading to a 20% reduction in budget variances.

Responsibilities:

- Analyzed financial data to inform business decisions.
- Assisted in the preparation of quarterly financial reports.

Financial Analyst (FI02)

Emerald Accounting Firm | January 2008 - February 2010

Key Achievements:

- Streamlined financial statement preparation, reducing turnaround time by 40%.
- Provided support for client audits, ensuring successful outcomes.

Responsibilities:

- Prepared and reviewed financial statements for clients.
- Assisted in tax return preparation.

Education

Master of Business Administration (MBA) in Finance

Harvard University | 2007

Relevant Coursework:

- Corporate Finance
- Financial Management
- Strategic Management

Technical Skills

Management:

- Strategic Planning
- Team Leadership
- Process Improvement

Vendor Management:

- Contract Negotiation
- Relationship Building
- Vendor Performance Management

Financial Analysis:

- Financial Modeling
- Budgeting and Forecasting
- Financial Reporting

Software Proficiency:

- Microsoft Office (Excel, Word, PowerPoint, Outlook)
- Financial Management Systems (FMS)
- Enterprise Resource Planning (ERP) Systems