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| Education |

**Bachelor of Science in Business Administration (cum laude)**

Syracuse University

2008

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| Skills |

Proficient in Microsoft Office Suite

Excel

Word

Power Point

Outlook

Access

QuickBooks software

In-house proprietary financial software

SAP

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| Professional Profile |

Meticulous Financial Analyst who undertakes complex assignments, meets tight deadlines and delivers superior performance. Possesses practical knowledge in corporate finance and financial markets. Applies strong financial planning and analytical skills to inform senior management of key trends and reduce company expenditures by more than $255,000. Operates with a strong sense of urgency and thrives in a fast-paced setting. Fluent in Spanish.

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| Experience |

**Financial Analyst**

*Company ABC/ 2010 – present*

One of the largest global pharmaceutical companies, producing a portfolio of products and medicines that support wellness and prevention, as well as treatment and cures for diseases across a broad range of therapeutic areas.  
Prepares financial presentations for senior management by incorporating new and existing reports along with analysis of business trends for Company ABC’s $2.1 billion nutrition segment. Supports the development of executive reports, presentations and ad-hoc reporting capabilities. Formulates annual operating budgets and monthly forecasts, and tracks team spending for budget exceeding $1.3 million.  
Generated approximately $452,000 in annual savings by employing a new procedure which streamlined the business’s vendor relationships.  
Improved spending reports to enhance clarity of expenses and increase efficiency for 10 different groups.  
Conducted financial analysis to support senior leadership in developing the business segment’s long-range financial plan of more than $30 billion over the next five years.

**Performance Analyst**

*Organization ZYX/ 2008 – 2010*

Leading provider of investment advisory services with a core focus on institutional investors such as Pension Funds, Endowment Funds, and Foundations, and high net worth individuals.  
Responsible for conducting quantitative analysis of index statistics and market data, performing benchmark analysis, and compiling performance data for more than 10 Pension Fund clients ranging in value from $15 million to $1.2 billion. Utilized in-house financial software systems to provide analytical, financial and presentation support for the account management activities surrounding quarterly earnings meetings and ad hoc monthly reports.  
Within first three weeks in the organization, took on and organized one of the company’s largest clients, valued at $1.2 billion with more than 100 money managers.  
Increased data mining 62% by creating a more efficient process to collect information from money managers.  
Reorganized and streamlined database of global indices to provide intra-quarterly returns