

Gurami Kakabadze

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Brooklyn, NY 11235

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SUMMARY

Professional with successful track record for developing and administering effective organizational policies and procedures in diverse environments. Proficient project leader who aligns financial initiatives to achieve strategic objectives. Results-driven, decisive collaborator with proven success in building strong, lasting relationships with managers, associates, and customers.

Core Competencies:

- Financial Analysis
- Document Management
- Strategic Financial Planning
- Performance Management
- Fixed spending analysis
- Problem Solving

EDUCATION

Pace University, New York, NY

BBA in *International Management*, Minor in *Finance*

WORK EXPERIENCE

Sole Strivers Inc., New York, NY

Finance Intern – 08/2014 – 10/2014

- Maintained continuous growth of the company, analyzed data and offered financial forecasts
- Utilized Excel to analyze and interpret monthly changes between budgets ranging from \$100,000 to \$200,000
- Provided financial support and analysis to clients for cost saving initiatives

MVC Management Inc., Brooklyn, NY

Manager Intern- 05/2014 - 07/2014

- Supervised various projects such as concerts and theatrical performances
- Negotiated contracts and fees between the company and clientele
- Built and maintained basis with clients
- Assisted in the development of strategic plans for operational activity

LGEOO Corp Inc., Brooklyn, NY

Manager – 07/2013- 12/2013

- Managed company inventory via *Access*
- Listed a broad variety of products such as home appliances, outdoor gears and many more on company website
- Determined and set up product prices through *Magento*

LV Tech Inc., Brooklyn, NY

Financial Manager - 04/2011- 10/2012

- Oversaw company budget
- Produced and interpreted financial reports to oversee the threats and appraise the strengths of the ongoing financial operations
- Ensured accurate financial reporting within company, through thorough quantitative analysis on a weekly basis
- Created and analyzed profit/loss reports, balance sheets and expense reports for the company

SKILLS

Language: Fluent in Georgian and Russian

Technical: Proficient in MS-Word, MS-Ex cell, MS-Power Point, and Magento