

PHOEBE COLLINS

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(959)012-3456

Chartered Financial Analyst with 12+ years' experience in financial management, supply chain management and auditing. Highly capable of collaborating with senior-level staff and meeting multiple pressing deadlines. Deeply familiar with best accounting practices and financial management software systems. Proven relationship builder and motivator.

PROFESSIONAL EXPERIENCE

SENIOR FINANCIAL ANALYST

Hartford Engineering Consultants, Hartford, CT | April 2015 - Present

- ♦ Managing a \$30M operating budget, including VOP analysis and functional expense forecasting for 75 cost centers
- ♦ Working closely with senior executives on financial and operational KPIs
- ♦ Supervising three financial analysts
- Led UX process implementation that reduced financial reporting preparation time by 50%

FINANCIAL ANALYST

drifted Companies, New Haven, CT | July 2008 - March 2015

- ♦ Developed forecasting tools to analyze revenue variance and industry trends, resulting in the discovery of a \$2M revenue opportunity
- ♦ Collaborated with accounting department in streamlining key processes, reducing Labor overtime costs by 20%
- Executed core financial processes, including administration and reconciliations of bank accounts and operational expenses
- Reduced monthly forecast variance from 25% to 9% by communicating across departments to incorporate the most recent information in the forecasts

EDUCATION

MASTER FINANCE

William & Mary University Online | September 2019 - September 2020

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION - FINANCE

University Of Hartford, Hartford, Ct | September 2004 - May 2008

KEY SKILLS

- ♦ Solid knowledge of financial and management accounting
- ♦ Financial modeling
- Value-added analysis
- ♦ Project management
- ♦ Team player and mentor

CERTIFICATIONS

- Certified Financial Analyst, Finance Professionals¹ Association of Connecticut, 2020