

# FRANCOIS GERVAIS

ANALYST & PROBLEM SOLVER

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## Contact information

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Hi, my name is Frank, and I want the opportunity to prove that I would be the perfect addition to your team.

I will help you get things done. I will not waste your time. I will make you money.

My formal training is in accounting, and I'm exceptionally proficient with Excel. I have a knack for figuring out complex problems and providing actionable data.

I also have strong skills in project management, software development, e-commerce and employee training.

I'm a grinder; my day isn't over until the work is. I'm looking for a team of like-minded, hard-working people.

I'm immediately available, and it would be my pleasure to get to know your goals and challenges.

Let's schedule something and get to know each other!

PS: I will happily provide my own computer!

Looking forward to sharing ideas with you,



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## Recent experience

### Lanart Sales

2016-2017

#### Analyst, data coordinator

Managed data consolidation and update projects. Created multiple tools to better monitor sales, inventory & shipping. Implemented and automated new shipping software and provided employee training & coaching. Advised on numerous project from a technical and technological point of view.

### Erudite Science

2015-2016

#### Finance & operations director

Full-cycle accounting management with an emphasis on payroll, investment management & government relations. Advised from a technical standpoint on multiple projects.

### Hypractif

2013-2014

#### Administrative director

Full-cycle accounting management with an emphasis on SR&ED & payroll. Managed a debt restructuring project and handled government relations & legal affairs. Oversaw immigration issues & client management.

### AGECEM

2009-2011

#### Administrative director

Full-cycle accounting management with an emphasis on payroll and employee management. Oversaw the launch of a retail store. Developed multiple tools to track spending & operations.

## Education

### Self-managed studies

2000-2017

#### Various courses & projects

I have spent untold thousands of hours discovering new tools and picking up skills. I live to learn, and I would be delighted to share my talents with your team.

### DCS in accounting

2011-2014

#### CEGEP Edouard-Montpetit

Training in all aspects of accounting and business management. Additional university courses taken to cover Canadian fiscality and statistics.

## Software proficiency

Everything related to Microsoft Office (including Project, Visio and Access), most Adobe titles (emphasis on Photoshop & InDesign), web development (multiple stacks, version control) and much more.

Tell me what you use and I'll confirm if it's on the list!