555-555-555/ you@post.harvard.edu

Summary

Results-oriented finance professional with over 10 years of experience in publicly traded and privately held enterprises. Proven track record in complex and capital-intensive global industries, delivering value and innovation in Finance, Strategy, and Corporate Planning.

Core Competencies

- Financial Analysis
- Budgeting

- Strategic Planning
- Month-End Close

- Forecasting
- Business Planning
- Reporting
- Capital Planning

M&A

- Financial Modeling
- Valuation
- Project Planning

Experience

USA Airlines, Chicago, IL

Sr. Financial Analyst, Information Technology Financial Planning

2011 - 2018

- Developed and monitored a \$1B annual Information Technology (IT) budget for 2012 & 2013.
- Tracked spending against budget and project progress to ensure effectiveness of financial controls and accuracy.
- Prepared and presented monthly, quarterly, and annual spending reports to CIO.
- Implemented new technology (SharePoint Portal) and processes to facilitate monthly reporting that decreased reporting cycle by over 40%.
- Constructed a comprehensive monthly forecasting model to reduce forecast cycle time from 2 weeks to under 4 days.
- As a member of USA's Chapter 11 Restructuring Team, conducted sensitivity analysis to re-negotiate 30 IT vendor contracts that resulted in 15% savings.

Dream Properties, Bangalore, India

Sr. Financial Analyst, Finance & Strategic Planning

2010 - 2011

- Analyzed and recommended to the CFO and CEO viable business investments in Real Estate projects and lease commitments (\$5M-\$25M).
- Identified redundancy in processes and personnel that allowed \$3M of annual expenses to become a source of revenue.
- Led a team of 7 professionals to identify revenue potential and optimization as key drivers of future portfolio strategy.

USA Airlines, Chicago, IL

Sr. Financial Analyst, Human Resources Finance

2009 - 2010

- Divisional controller, leading financial reporting and analysis, accounting, budgeting, P&L optimization for \$200M
 HR division including Compensation, Vendor Management, Retirement.
- Led effort to right-size USA's unionized workforce. Reduced total headcount by approximately 800 FTEs, resulting in annualized savings of \$60M.
- Modeled and presented the financial structure of USA's variable compensation & bonus plans to executive management.

Sr. Financial Analyst, Operations Business Planning

2008 - 2009

- Directed the implementation of a \$50M technology project at over 10 major US Airports (including Dallas/Fort Worth, Chicago, New York, Miami, Los Angeles) that scaled to support over 15,000 employees, increased productivity by 12%, and reduced lost baggage expenses by 8%.
- Built the Checked Baggage Fees Model and projected revenue stream (\$12M) by forecasting the change in passengers' baggage check-in behavior.
- Developed an optimization model to define refurbishment strategy for over 300 ground service equipment that led to \$2M savings.
- Designed USA's Rent Pricing Model to determine lease commitments for all US airports.

USA Owl Airlines, Chicago, IL

Financial Analyst, Financial Analysis & Capital Planning

2006 - 2007

- As a member the Finance Integration Team, collaborated with Merrill Lynch to develop a spinoff report to provide guidance and enable departments estimate post spin-off revenue and cost synergies.
- Assessed departmental needs and partnered with internal customers on the composition of USA's capital plan for 2008 (\$500M).
- Served as a liaison between Corporate Planning and Capital Planning; analyzed and acquired funding of \$120M for large capital projects in 1 year.
- Identified and implemented cost-saving initiatives of \$250K through ground service equipment optimization at 60 US airports.

Financial Analyst, Finance & Business Planning

- Re-designed the revenue forecast model to reduce budget preparation time by 30% in 4 months.
- Analyzed and recommended the CFO to adjust product production based on competing companies' market share for multiple product lines.

Morgan Firm, Wood, MI *Intern*2005 - 2005

- Assisted portfolio managers in analyzing stocks and mutual funds for prospective and existing clients.
- Participated in client financial planning discussions and quarterly portfolio review.

Education

Harvard University, Extension School, Cambridge, MA

May 2017

Master of Liberal Arts - Management

Dean's List, GPA 3.89

Professional Graduate Certificate – Organizational Behavior

May 2017

Kalamazoo College, Kalamazoo, MI

December 2005

Bachelor of Business Administration - Finance

• Summa Cum Laude, Dean's List, GPA 3.92

Additional Information

- Cultural Experiences: Visited over 30 countries in 4 continents and lived in 3 countries
- **Social Impact:** Susan G. Komen Walk Fundraising Member (2012-2013), Mother Teresa Missionaries of Charity Committee Member (2010-2011), Big Brother Big Sister Member (2008)
- Personal Interests: Avid reader, traveller, bicyclist