

Augustina Sena Klomega

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PROFESSIONAL SUMMARY

Organized Financial Analyst with 8+ years of experience within manufacturing. Ability to provide the highest quality reporting and analysis in a cross-functional environment to support company growth. Possess extensive knowledge of accounting & financial analysis, strong technical skills, and the initiative to learn and add value to the business by identifying investment possibilities, and formulating long term financial plans. Adept in nurturing and growing strong relationships; strong understanding of equities, trade finance and corporate taxation.

Core Competencies:

Accounts Payable	Financial Statements	Project Management
Accounts Receivable	Inventory Control/Analysis	Purchasing & Procurement
Budget Forecasting	Invoicing/EDI/Statement Billings	Quality Control
Auditing & Compliance	Job Costing	Reconciliation
Cost Accounting & Analysis	General Ledger Audits	Risk Assessment
Data Visualization	Month-end Analysis	Supply Chain Management
Expense Reporting	Process Improvements	Tax Preparation
Financial Analysis	Profit and Loss Analysis	Transaction Monitoring

WORK EXPERIENCE

Martinrea Industries – Bishop Circle Assembly, Manchester, MI 04/2016 – 05/2020

Financial Analyst

- Reconciled balance sheet accounts on monthly basis as well as prepared and transmitted weekly and biweekly payroll.
- Created budgets with strict guidelines and timetables, ensuring labor and materials costs were minimized.
- Developed detailed forecast models against budgets based on key indicators, increasing accuracy of short- and long-term earnings estimates.
- Produced financial reports evaluating completed projects, identifying current trends and evaluating variances.
- Compiled data to generate financial statements including cash flow, P&L, and balance sheet for review by management.
- Proficient in data mining methods, extracting relevant information for reports and presentations.
- Prepared and posted journal entries; posted sales and prepared daily sales reports for management; posted all cash receipts and prepared cash flow reports.
- Developed, maintained and distributed ad-hoc analysis and performance reports to assist management and sales team in evaluating special projects in a timely manner.
- Performed month end close processes, prepared monthly state use tax and worked on capital project analysis and control.
- Forecasted modeling, made recommendations to business partners regarding risks and opportunities as well as participated in convergence activities to drive process improvements and streamline processes.

Washtenaw Community College, Ypsilanti, MI 08/2015 – 04/2017

Adjunct Business Faculty

- Instructed adult students seeking higher education in Business Administration.
- Developed lesson plans and instructional aids involving training students to real life experiences and scenarios including storyboard creation.
- Maintain accurate attendance, graded student quizzes, exams, & research papers and managed student grade books.
- Developed study materials to help students with hands on accounting processes, helping “D” students raise their grades to at least a “B”.
- Implemented attendance bonus programs for students to develop their grades, achieving a 5point increase.
- Continuously communicated with students in regards to their progress.
- Attended faculty meetings and worked with program chair on student retention activities, and student employment opportunities.
- Mentored students to help them maintain satisfactory retention and implemented evaluation assessments.

Electronic Restoration Services, Livonia, MI 07/2015 – 04/2016

Corporate Accountant/Financial Analyst

- Assisted with processing bi-weekly payroll for 1700+ employees; processed and posted accounts payable/receivable, collections/credit verification, ACH payments, as well as mailed checks.

- Developed and implemented new templates in Excel for reporting Franchise financial data increasing productivity by 25%.
- Trained Franchise management and employees on day to day bookkeeping needs.
- Successfully audited 48 Franchise for defaulting royalties.
- Prepared profit and loss statements and monthly closing and cost accounting report.
- Compiled and analyzed financial information to prepare entries to accounts, such as general ledger accounts, and document business transactions.
- Resolved accounting discrepancies and provided management with reports specifying and comparing factors affecting prices and profitability of products.
- Maintained heavy working load during closing of books and financial reporting, prepared financial report analysis and monthly KPI reports.
- Audited financial statements of franchises, processed weekly royalty reports for all franchises as well as participated in quarterly compliance analysis for all franchises.

Extang Corporation, Ann Arbor, MI

02/2014 – 06/2015

Staff Accountant

- Assisted with monthly financial package including monthly bank/Intercompany/Credit Card Account reconciliations, balance sheet reconciliations, departmental spending analysis, cost variance analysis, miscellaneous journal entries and preparation of sub schedules.
- Monitored, processed and posted accounts payable/receivable, mailed checks, processed ACH payments and processed collections and credit verifications.
- Prepared monthly journal entries and financial statements; completed monthly borrowing base and cash flow analysis.
- Prepared Financial Report Analysis, monthly KPI reports & financial statement consolidation.
- Responsible for Customer billing and mailing/EDI and Processing Daily Sales Reports.
- Participated in quarter and year end physical inventory audits; decreased property taxes by \$100,000.
- Supervised and trained Accounting Staff to including accounts payable, accounts receivable and payroll processing, to ensure compliance with established policies and procedures.

Sensitile Systems, LLC, Ypsilanti, MI

03/2011 – 08/2013

Bookkeeper /Purchaser/Office Manager

- Processed and posted employee biweekly payroll; maintained employee information and processed all hiring and termination needs.
- Processed Accounts Payable by verifying accuracy of vendor bills and posting in the accounting system. Processed payments via credit card, ACH, check and wire transfer.
- Processed Accounts Receivable by creating customer invoices, deposits and follow up on outstanding payments.
- Cost savings of over \$10,000 a month on global shipping and receiving and over \$20,000 a month on purchased raw materials.
- Processed all purchasing needs by getting quotes, comparing pricing and placing orders with vendors.
- Determined cost of business activity taking into account cost of raw materials, inventory, production time and labor as well as other overhead costs.
- Processed all international export/import and domestic shipping and receiving needs by obtaining quotes from freight carriers and processing all necessary documentation.
- Prepared monthly Bank Statements and credit card reconciliation.
- Processed all sample requests for distribution and quality control of all products before shipping.

EDUCATION

Master of Business Administration, Accounting, Baker College, Flint, MI | June 2013

Bachelor of Business Administration, Accounting, Eastern Michigan University, Ypsilanti, MI | August 2010

Associates of Science, Accounting, Prince George's Community College, Largo, MD | December 2007

SKILLS

Microsoft Office | Google Suite | Adobe | QuickBooks | Great Plains | Master tools | Ultra Tax, Creative Solutions | Tableau | Expense Tracking software | Blackboard | Advanced Excel Functions