

Anna Beridze

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Education

New York University Leonard N. Stern School of Business

09/2013-05/2017

Double Major in Finance and Global Business

Experience

ZenFi Networks

New York, New York

Accounting Analyst

06/2018 - present

- Managed accounts receivables process, reconciling monthly billings of over \$2 million and ensuring accurate booking of revenue.
- Reviewed over 400 contracts, keeping track of various changes and modifications including tax exemptions and various pass-through charges.
- Managed accounts payable process, ensuring all expected monthly recurring invoices were received, approved and booked to correct accounts.
- Collaborated with Sales and Operations departments regarding any specifics of the contracted order in relation to billing and delivery.
- Delivered monthly reports and quarterly reports on earned and unearned revenue for board meetings.

Citigroup Inc.

New York, New York

Finance and Risk Infrastructure Intern

06/2016-08/2016

- Analyzed the cost benefit of EMEA ICG reports automation and consolidation to one unifying system.
- Created a backbone for a survey identifying which Citi legal entities are in scope for Qualified Financial Contracts Recordkeeping.

NYU IT Finance Department

New York, New York

Student Assistant

02/2016 – 05/2016

- Updated departmental budgets, allocating IT department's spending to appropriate budgets.
- Operated in Microsoft Access, updating information and processing data.

Achievements

University of Pennsylvania: Computation Thinking for Problem Solving Course

07/2020

CFA Program : Level 1 Exam

12/2017

Citi Treasury & Trade Solutions Case Competition: Finalist

11/2015

Skills

Languages: Fluent English, Conversational Russian

Technical: Microsoft Office Suite, QuickBooks, Sage 300