**NAME**

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**CORPORATE FINANCE 🞍 FINANCIAL PLANNING & ANALYSIS**

**Corporate Finance Professional** with over 6 years of experience in a large enterprise setting, primarily in Financial Planning & Analysis, with exposure to IT and Supply Chain organizations. Regarded as a strategic business partner who earns customer satisfaction through quality analytics, a commitment to follow through, and effective communication across multiple departments and levels. ***Master of Finance degree.*** Expertise includes:

* Budgeting & Forecasting
* Financial Analysis
* Variance Reporting
* Financial Modeling
* Business Case Development & Presentation
* Cross-Functional Team Collaboration

**PROFESSIONAL EXPERIENCE**

**ABC Company,** Nashville, TN **Year - Year**

*Global technology company that provides equipment protection and support for mobile devices and consumer goods.*

***Senior Manager – Financial Planning & Analysis****,* ***Year - Year***

***Manager – Financial Planning & Analysis****,* ***Year - Year***

Strategic financial business partner for two IT vice presidents and their teams. Support included building and maintaining budgets and forecasts for over $30 million of annual IT expenses (including both labor and non-labor expenses), developing business cases, and several special projects.

* Selected as financial lead for a high-profile, global technology program which developed the primary platform to run the front-end operations for the company. This role included tracking spending levels across multiple departments, forecasting future expenses, and providing periodic financial updates to senior leadership, including a proposal for increased spend which was approved by management.
* Refreshed the financial business case to incorporate several new developments; created effective presentation materials to represent financial changes, and successfully gained buy-in from senior management.
* Assisted in upgrade of the project management system with a focus on moving away from customized attributes and toward standard software functionality.
* Collaborated cross-functionally to implement new HR system and ensured that business requirements of the IT Finance team were met despite competing priorities.
* Worked with a small team to consolidate all IT employees onto a single time-tracking tool from two separate systems.
* Managed centralized headcount request approvals by determining a consistent list of criteria for review and tracking open items across the team. Helped to roll out a tool which provided automated approval workflows and historical tracking.
* Created tracking and approval processes to manage centralized training spend for the IT organization to ensure strategic use of funding and provide better visibility into training trends by group.
* Designed reporting hierarchy for project management system as a way to group projects into portfolios. Socialized the structure, gathered feedback, and gained buy-in from several groups before implementing the structure in the project management system.

***Senior Accountant – Inventory Accounting, Supply Chain, Year - Year***

Maintained standard costs and prices for over $80 million of US inventory and over 5 million annual domestic shipments.

* Managed successful transition of inventory accounting duties from Canada and Europe to create *Center of Excellence* in Nashville to standardize practices across the enterprise. Worked with international teams to document existing processes, revise methodologies to align with US practices, and identify timelines for new monthly and quarterly processes. The transition was completed ahead of schedule and received positive feedback from both international teams.
* Drove several improvements to files used to calculate and review standard prices. Streamlined initial data input into a single source rather than updating individual files. Created review versions of these files to show all relevant data on one screen and reducing the risk of file corruption for monthly pricing reviews with Program Management team.
* Updated intercompany elimination process to align journal entries with the way that local teams showed month-end reporting, removing manual work that was being done to force data into certain views.
* Streamlined month-end process for cross-charges to international entities by using average costs with a prior-month true up, rather than actual costs. This reduced the time to calculate charges during the busy month end cycle; actual costs were reviewed after the close period to determine the true-up amount for the next month.

***Senior Financial Analyst – IT Financial Planning & Analysis****, 2010*

***Financial Analyst – IT Financial Planning & Analysis****, 2008 - 2010*

Lead analyst covering budgeting, forecasting, and monthly reporting for $18 million of annual IT expenses, and management of capital expense budgets across the enterprise.

* Improved capital budgeting process that had been bogged down by unrealistic requests and a lack of detail. Established a submission process to gather more detail for requests and determined targets for each group that they could use as guidance for what they were likely to get approved, driving accountability and enhancing visibility.
* Established and led monthly CapEx reviews with Finance Senior Management to review actual spend and future forecasts.
* Optimized software maintenance forecasting and reporting, which provided advanced visibility into renewals, highlighted savings opportunities, and reduced budget misses.

**EDUCATION**

**Vanderbilt University Owen Graduate School of Management,** Nashville, TN **Year**

Master of Science in Finance

**University of XYZ,** City, ST **Year**

Bachelor of Science in Accounting