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Financial Analyst, Atlanta, GA

**Summary**

- Directed the reduction of sales returns and allowances by .10% for a \$140mm business unit
- Prepared revenue and profit dashboards to measure forecasting accuracy
- Participated in a supplier spend project that resulted in approximately \$100k in cost savings
- Led in the creation of top client pricing analysis which resulted in the optimal use of sales resources
- Involved in the creation of a sales ranking to aid in measuring Sales Force productivity

***Financial Analyst III, April 2006 – March 2009***

*Atlanta, GA*

- Performing budget variance and trend analysis of financial results for \$80mm IT Operations segment of the Technology Services Group
- Facilitating and coordinating monthly forecast and annual budget preparation
- Partnering with the executive managers of the business units to assist in meeting business objectives
- Provides analytical support for business case development
- Lead data collection and computation for Data Center business case (\$40mm)
- Works with Quality and Productivity team to validate cost savings for Six Sigma projects

***Senior Financial Analyst, November, 2004- April 2006***

*Bluelinx Corporation, Atlanta, GA*

- Worked with the CIO (reporting to the Director of Planning & Analysis) in the areas of monthly financial reporting, forecasting and special ad hoc projects
- Managed all data collection, reporting and communications for \$20mm budget
- Collaborated with Accounting on regular monthly accruals, depreciation, variance analysis and proper coding of invoices
- Involved in the IT capital investment process (business case preparation/ post audits)
- Provided COO and Sales Managers with weekly sales ranking reports

***Senior Consultant, July 2000-November 2004***

*Comprehensive Computer Consulting, Inc (February 2003 – November 2004)*

*Venturi Technology Partners, (July 2000 – February 2003)*

- Consultant to the Georgia Department of Revenue (Information Systems) in the areas of IT forecasting, business planning and ad-hoc financial analysis
- Coordinated and manages the annual budget process for the IT Department (\$25mm budget)
- Ensures the accuracy and timeliness of monthly and quarterly consolidated reporting to the Controller
- Prepared ROI/Value analysis when required to determine economic value of IT investments

***Senior Financial Analyst, September 1997-June 2000***

*ADVO Incorporated, Atlanta , GA*

- Provided analytical support for Southeast Region Business Unit (\$140mm sales, \$35mm EBIT)
- Participated in the long-term financial analysis and strategic planning, setting budget targets and coordinating the budget process
- Prepared flash (P&L) and reported results to Corporate Finance on a weekly basis
- Involved in financial modeling of new product roll out in selected markets
- Performed month end close process in collaboration with the shared accounting services organization
- Consulted with the manufacturing areas (operations/ transportation) in relation to production volume and distribution costs

***Financial Analyst, August 1994- September 1997***

*Hughes Electronics Corporation, LaGrange , GA*

- Worked with program managers in developing and reporting on EACs (Estimates at Completion) and Earned Value Management
- Prepared monthly management reports for project operational meetings
- Performed cross-training role in procurement, interfacing with suppliers to gather quotes for materials
- Interfaced with military and government representatives quarterly
- Worked with accounting on the monthly inventory reconciliation and the recording of material costs

**Skills**

*Software:* MS Office, Vista Plus, Hyperion Enterprise release 5.0, Cognos 8 (Query Studio/Analysis Studio), SAP, Oracle (11i), PeopleSoft (Public Sector release 7); familiar with Crystal Reports, MS Project , Visual Basic for Applications (Excel) and Minitab

*Process Improvement:* Yellow Belt Certified (Ceridian Corporation) , Green Belt trained

**Education**

Bachelor of Science, Major in Finance

Auburn University , Auburn University , Alabama ; June 1994

**Professional Affiliations**

Alpha Phi Alpha Fraternity Incorporated

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