**BRIEF PROFILE**

I am a highly motivated, adaptable and skilled finance professional looking to continue my career in a growing business. I have skills and experience in management and group reporting, commercial sales reporting, cash and treasury management in multiple currencies, indirect and direct tax management/planning in multiple tax jurisdictions, process development and change management, and finance team management. I have performed successfully in a high pressure listed PLC and a commercially orientated SME environment.

If you are seeking a Finance professional to ensure the reliability and future development of your company’s financial systems and data then my experience will prove invaluable.

**PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS**

**Company Name Date of work From - To**

**Job Title**

Reporting directly to the Finance Director. Line management of two accounting staff and active stand in for the Finance Director during periods of absence.

Responsibilities:

* Meeting the reduced reporting period for the preparation of month end management accounts. This was reduced from 5 working days to 2 working days - the reduction was immediate upon completion of the acquisition.
* Quarterly SAP reporting.
* Implementing new processes and procedures to align company with group policies.
* Flash Reporting - Designing reports to enable the prediction of month-end results by the beginning of week 3.
* Providing detailed variance analysis to budget, reforecast and prior year.

Achievements:

* Implemented new ERP system across the business
* Made significant saving of 10k with reference to inventory and new control system
* Helped mentor a CIMA studier through qualification
* Reduced month end turnaround to 4 days from 12

**EDUCATION & QUALIFICATIONS**

GCSE – 9 subjects (3 A’s, 3 B’s, 3 C’s)

A-LEVEL – Biology (C), Chemistry (C), English Literature (C)

RSA Level 1& 2 (Distinction)

**PROFESSIONAL QUALIFICATIONS**

ACCA – Accounting Technician (June 2010)

ACCA Affiliate (Aug 2012) – all exams completed and passed (currently awaiting full membership)

**INTERESTS AND HOBBIES**

I enjoy the occasional run and walking with my three Labradors. I am the treasurer for a local Rugby Club. I enjoy music, reading and going to the cinema. I am a keen cook and love trying new recipes, I also enjoy eating out.