# Name, CPA

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FINANCE professionAL

A seasoned finance professional with over 25 years of experience in the heavy manufacturing industry. Proven ability to operate at a high-performance level in fast moving, deadline driven environments. Areas of expertise include:

* Strong financial analysis and problem-solving skills.
* Work effectively with the stakeholders of the business to understand their needs and provide timely, relevant information.
* Excellent organizational skills and multi-tasking skills.
* Accounting application software: SAP (FI and CO modules) and Microsoft Business Solutions (formerly Great Plains).

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| Professional Experience |  |

COMPANY NAME 20XX – 20XX

### Controller (20xx-20xx)

Managed the cement division finance group supporting the North American Cement Operations. Direct reports included four plant accounting managers and an assistant controller.

* Directed the monthly close process, coordinating with the business unit functional groups to prepare the consolidated statements. Shortened the close process from five days to two days
* Analyzed and presented the business unit results to the Senior Management group and business unit leads, enabling them to make timely decisions on current operational issues and pro-actively plan for the future
* Prepared comprehensive monthly forecasts for the business unit results based on input from the functional areas. Prepared variance analysis to highlight gaps in results vs. budget and to identify areas requiring improvement
* Lead the preparation of the annual budget and strategic plan. Proactively identified and implemented process improvement opportunities to ensure the accuracy and timeliness of the business plan and associated analysis
* Managed the capital asset acquisition process, analyzing and prioritizing project spending to maximize cost reduction and expansion opportunities for the business
* Coached and managed direct reports across multiple locations, ensuring personal goals and objectives were met
* Coordinating external and internal audits and SOX compliance reviews, presented audit findings to the business and identified process changes to address any weaknesses identified
* Contributed to change management initiatives through SAP implementation project, resulting in cost saving through reduction of finance department headcount
* Set up, reorganized, and maintained Chart of Accounts for Enterprise Infrastructure, leading to a streamlined organization and reporting process

### IT Operations Manager (20xx-2xx2)

* Managed the transfer of the IT systems from predecessor company to a newly created in-house data center. Managed the Network support, Server support, and Helpdesk support teams
* Project Manager for the implementation of new systems including the billing/order entry/credit/accounts receivable, and fleet maintenance systems
* IT Operation Supervisor responsible for a staff of two system support specialists providing support for the LAN, WAN, and PC’s and associated hardware and software at thirty-five remote locations and head office

### Accounting Manager (20xx-20xx)

* Managed the finance group supporting the Canadian operations. Oversaw the completion of monthly financial reporting, supervising the accounts payable and payroll functions and providing analysis of financial results to operations and corporate management

### Internal Auditor/ Financial Analyst (20xx-20xx)

* Planned and executed audits to assess the adequacy of the Corporation’s accounting practices and controls. Discussed findings with local management and prepared reports for senior Corporate Management and the Audit Committee
* Interim Controller for Cement Division U.S. operations for a six-month period. Responsibilities included monthly financial reporting, supervising staff of six, and preparing cost statements

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| Education & Professional Development |  |

### Chartered Professional Accountants Designation

* Chartered Professional Accountants of Canada

### Bachelor of Commerce Degree (Honours)

* Laurentian University, City, ON

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| Volunteer Experience & Interests |  |

* Habitat for Humanity, Volunteer
* Cycling, Marathon Running and Guitar