

CLIENT NAME

Address. • Telephone • Email

VICE PRESIDENT FINANCE & PLANNING

Group Vice President Finance & Planning • Fellow Chartered Accountant (FCA)
Financial Planning & Analysis • ERP Implementation • International Investments
Increased Profitability • Business Growth • Streamlined Financial Reporting
High Employee Engagement

WORK EXPERIENCE

COMPANY NAME, ADDRESS

Month Year-Present

Group Vice President Finance & Planning

Month Year- present

Oversight of group financial reporting, corporate finance, treasury, and strategic planning.

- Increased profitability by 33% over the prior year, by optimizing the valuation of a private equity investment.
- Enhanced viability of pipeline opportunities, by closing on a USD 4.5 million bond raise.
- Achieved regulatory compliance in management of over USD 60 million in assets.
- Established a 10-day quarterly financial reporting timeline.
- Contributed to business growth, by providing financial due diligence for the acquisition of 2 medium-sized companies, in country name and country name.
- Motivated high-performance and cohesion among 6-member team, through provision of training & development, mentorship, and incentive opportunities.

Assistant Vice President Finance & Planning

Month Year – Month Year

Oversight of group financial reporting, treasury, and budgeting

- Achieved internal and regulatory compliance in management of over USD\$40 million in assets.
- Increased asset base by 20%, by leading acquisition of international real estate investments in name of country and name of country.
- Stimulated regional growth of over USD\$3.5 million, by negotiating the first cross-border financing transaction with XXX, to acquire real estate in name of country.
- Ensured submission of quarterly financial reports within 45 days and annual audited financials within 60 days of the period end.
- Reduced financial reporting errors by 60%, by leading on accounting software migration to TrustQuay 5 Series.

Company Name, Address

Month Year- Month Year

Manager Finance and Analysis

Full suite accounting responsibilities including financial reporting, reconciliations, budgeting, tax, and compliance.

- Raised USD\$30M startup capital within 12 months, based on key financial projections on behalf of investors.
- Streamlined group financial reporting, by developing and implementing accounting policies and procedures and internal controls, as well as a consolidated financial reporting framework.
- Inspired high staff-engagement through coaching, mentoring, and provision of incentives and training & development opportunities.

Company Name, Address**Regional Financial Analyst****Month Year - Month Year**

Analysis of business data and development of KPI's throughout the Caribbean for all entities under the Company Name Group such as XXX Company, XXX Company, XXX Company and XXX Company.

- Expedited accurate financial reporting, by leading on the accounting software conversion project, and the development of the data analytics function for the Caribbean Region.
- Enhanced decision making by reducing the timeline for submission of KPIs to front office from 10 to 5 days.

Company Name, Address**Senior Accountant, Risk & Compliance Officer****Month Year -Month Year**

Accounting responsibilities inclusive of financial reporting, reconciliations, budgeting and tax and compliance.

- Contributed to a successful merger and acquisition engagement, through accurate integration of financial data.
- Reduced monthly financial reporting time from 8 to 5 days after the period end.

Other Experience

Treasury Officer, Company Name Services Limited, Address, Jan 2001 - Jan 2004

EDUCATION

Academic Certification

- Association of Chartered Certified Accountants (ACCA) Accreditation
- BSc Banking and Finance (Honours), University of the West Indies, Mona

Professional Certification

- Interpersonal Dynamics for High Performance Executives, Stanford University
- Mergers & Acquisitions, Chicago Booth School of Business
- Executive Program for Prospective CFOs, Chicago Booth School of Business
- Financial Planning & Analysis, B&B University College
- Market Risk & Middle Office Management, Jamaica Stock Exchange
- Risk Management in Banks, Caribbean Information & Credit Rating Services

PROFESSIONAL DEVELOPMENT & SERVICE

Skills - *Leadership, Communication, Analytical, Organizational, Coaching, Negotiation, Investments, Forecasting, Financial Analysis, Financial Risk Management, Financial Modeling, Accounting, Financial Reporting, Real Estate Financing, Mergers & Acquisitions, Internal Controls, GAAP, Strategic Planning*

Software- *5 Series, Oracle, Sage, QuickBooks, Xero*

Professional Associations & Service – *Fellow of the Institute of Chartered Accountants of Jamaica (ICAJ), Treasurer of the XXX Community Development Committee, Member of the XXX Standing Committee on National Security and Justice*