

FINANCE SPECIALIST

Summary

Strategic Finance & Accounting Professional with experience in extensive contracts analytics, financial statement reporting, budget optimization and customer service. Financial skill set attributes of keen attention to line itemization, deadline committed, and a dedicated business partner to internal and external customers to ensure optimal organizational objectives are met.

Highlights

- Credit & Accounts Payables/Receivables Management
- Pricing and Cost Reduction Strategies
- Finance & Procurement
- Forecasting (Volume & Dead Net Gross Profit)
- P&L Reporting
- Trade Spend & Marketing Budgets
- Contract Management & Risk Analysis
- Financial & Business Planning Analysis

Career Accomplishments

- Formally recognized by National Account Executives for excellence in financial analysis, budgeting, forecasting, and customer service.
- Achieved 10% pricing submission reduction, by eliminating pricing resubmissions & creating departmental Pricing Authorization Training Guide.
- Reduced system liability through identification of checkbook percentages of volume conversions.
- Created a checkbook Reconciliation process & training guide.
- Reduced invoice processing down to 10 days.
- Pilot for customer mass data uploads.
- Territory Divestiture Collaboration process & restated volume file creation.

Experience

Company Name June 2013 to February 2015 Finance Specialist

City, State

Forecasting Business Partner providing key business insights and recommendations to influence key stake holders based upon sales performance and variance research on actual versus forecast volume (12M cases), funding, and dead net gross profit (\$58M) to National Account Executives. Assisted in annual business planning with the Planning Revenue Growth Management (PRGM) department for National Retail Sales Drug /Value channel customers.

- Managed \$87.6M Trade Spend & Cooperative Trade Marketing annual budget for Drug/Value supply chain customers
- Reconciled invoices and post audits to 1010 Scan Data by package level reducing trade spend checkbook variances to scanned units by 10% in 18 month period.
- Customer facing experience (Rite Aid, Dollar Tree, Freds, Variety Stores, Big Lots, Aldi).
- Managed Checkbook Accruals and Spends entries for Trade Fund and Marketing Funding.
- Monthly Bottler Pricing analysis to identify discrepancies of Accrual rates, Dead Net Sales Income (DNNSI), and Volumes of Package/Brand Categories.
- Summarized and interpreted key business indicators and provided recommendations to Executive Leadership and Non-Financial managers that facilitated timely and impactful business decisions on forecasting and financial statement reporting gaps.
- Prepared Regional and National month end checkbook to accounts payable reconciliation and Ad Hoc reporting (P&L, Rolling estimates, and overspend projections on planned promotional activities).
- Assisted in departmental key productivity initiatives such as implementation of a standardize forecast model, developed a checkbook reconciliation process, and discovered volume conversion percentages driving checkbook reporting accuracy variances.
- Submitted National retail account supply chain Pricing (PAT) and performed weekly Sarbanes Oxley (Sox) compliance reviews.

Company Name September 2011 to June 2013 CMA Analyst

City, State

Provided customer reconciliation process ensuring financial statement representation for Key Accounts (Publix, Winn Dixie, Costco, Boyers, Weis, Louisiana Cold Drink Market Unit).

- Process Monthly rebate and NRS post invoice accrual payment processing (\$6 million)
- Communicate with internal National Sales Executives, BU Finance, A/R and Funding (General Ledger) on customer accounting and currency accuracy for P&L
- National Retail Sales Key accounts portfolio research and Fundamental analysis for P&L retroactivity impact
- Sarbanes Oxley (SOX), SEC Regulations, and Ernst and Young monthly compliance
- Weekly Micro Strategy (IWR), Accrual/Payment Analysis (AVP), and Contract Liability Analysis reporting
- Manage Off Invoice Accrual Post deduction validation, auditing, and reconciliation
- Approve Rebate payments for A/P funding
- Trade-spend and trade promotions reconciliation

Company Name September 2010 to September 2011 Credit Representative II
City , State

Managed credit approved proxy terms and accounts receivables, delivering due diligence and risk analysis on Philly Coke bottler merger acquisition accounts.

- Communicated objectives with internal and external clients to resolve A/R inquiries on cash applications.
- Supply Chain Financial Risk analysis of day sales outstanding (DSO) and compliance of credit limit proxy terms.
- Financial portfolio revenue performance achieved (97 percentile) within one year.
- Researched Market share optimization, profit maximization, and bad debt mitigation.
- Performed A/R month end close reporting.
- Sarbanes Oxley (SOX) policy execution.

Company Name June 2009 to September 2010 Credit Representative I - Contractor
City , State

Provided accounts receivables analysis and requested credit status changes on Subway West business unit key accounts (\$3M).

- Key Account Liaison between internal and external customers.
- Performed A/R account reconciliations, improving the month end receivables ratio 83% within 10 month period by increasing reoccurring ACH payments by 47%.
- Negotiated payment arrangements with external customers to remain in compliance with net proxy terms extended, coordinating with credit investigations department.
- Managed month end account closing process.
- A/R risk analysis based upon customer payment trends and Dunn and Bragg Street credit report.
- Utilized SAP to itemize customer outlet invoices by date range and worked with cash application department to resolve cash misapplications.
- Vendor invoice coding.

Company Name November 2007 to December 2008 A/R Manager
City , State

Managed accounts payable and account receivable reconciliations.

- Administered Business to Business and commercial receivables.
- Ran Client liquidation reports.
- Supervised, trained, and mentored staff.

Company Name July 2007 to October 2007 Accounts Receivables
City , State

Reconciled financial receivable transactions resolving accounts discrepancies by collecting, analyzing, and summarizing debtor account information and payment trends.

- Negotiated and collected of third party A/R accounts.
- Processed Payments and settlements.
- Maintained financial historical records by filing/attaching accounting documents in financial software database.

Company Name August 2004 to July 2007 Department Manager - A/R Unit and Collections
City , State

A/R Unit and Collections Managed daily operations and strategic objectives exceeding monthly corporate office expectations on departmental branch goals set. Supported Director of operations, supervised collection floor activities, built dialer campaigns, provided timely client receivable budget information, and accurately reported client account standings.

- Lead, managed, and mentored / coached collection department (15 direct reports) through appraising job performance contributions, formal setting and side by side on floor training.
- Maintained bank card data, record management, accounting ledgers.
- Verified approved all credit card and check payments received by A/R representatives.
- Provided Market share analysis and stair step reporting to corporate office.
- Processed Payroll (ADP), Yearly reviews, Scheduled, Hired, and Disciplined employees.

Education

University of Phoenix Masters of Business Administration City , State

Florida Agricultural and Mechanical University Bachelor of Science : Public Management - Human Resources City , State Public Management - Human Resources

Technical Skills

- SAP

- 2011

- Micro Strategy (IWR)
- Microsoft Office Suite