

Ravi Patel

ravi.patel@example.com • (555) 123-4567 • San Francisco, CA • linkedin.com/in/ravipatel

SUMMARY

Detail-oriented finance professional with a strong foundation in financial analysis and budgeting. Proven ability to streamline processes and drive cost-saving initiatives, seeking to leverage skills as an Entry Level Chief Financial Officer.

EXPERIENCE

Financial Analyst

Jan 2022 - Present

Tech Solutions Inc., San Francisco, CA

- Improved budgeting accuracy by 25% through the implementation of new forecasting techniques.
- Reduced monthly financial reporting time by 40% by automating data collection processes.
- Led a cost-reduction initiative that saved the company \$100,000 annually.

Accounting Intern

Jun 2021 - Dec 2021

Finance Plus LLC, San Jose, CA

- Assisted in the preparation of financial statements and reports, ensuring compliance with GAAP standards.
- Contributed to a project that reconciled over \$500,000 in discrepancies within the company's accounts.
- Enhanced spreadsheet models that improved data analysis speed by 30%.

Treasury Assistant

Jan 2020 - May 2021

Global Finance Corp., Los Angeles, CA

- Supported cash flow management processes, ensuring liquidity levels met operational needs.
- Conducted variance analysis leading to identification of \$75,000 in underperforming assets.
- Participated in quarterly audits, contributing to a 20% reduction in audit preparation time.

EDUCATION

Bachelor of Science in Finance

May 2018

University of California, Berkeley, Berkeley, CA • GPA: 3.7

SKILLS

Technical Skills: Financial Analysis, Budgeting, Forecasting, Variance Analysis

Tools & Frameworks: Microsoft Excel, QuickBooks, SAP, Tableau