

# Amina Khan

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## SUMMARY

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Results-driven Senior Level Financial Planning Analyst with over 7 years of experience in financial forecasting, budgeting, and strategic planning. Proven track record in driving efficiency improvements and maximizing profitability through data-driven decision making.

## EXPERIENCE

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### Senior Financial Planning Analyst

Jan 2022 - Present

*Tech Innovations Inc., San Francisco, CA*

- Developed and implemented budgeting processes that reduced forecasting errors by 20%, leading to more accurate financial planning.
- Collaborated with cross-functional teams to analyze business performance, resulting in a cost savings of \$1.2 million annually.
- Utilized advanced financial modeling techniques in Excel and Power BI to enhance reporting and decision-making capabilities.

### Financial Planning Analyst

Jun 2018 - Dec 2021

*Global Enterprises Ltd., New York, NY*

- Created financial models that supported investment strategies, increasing projected ROI by 15% over three years.
- Streamlined month-end closing processes, reducing time to close by 30% through automation and process improvements.
- Conducted variance analysis and prepared comprehensive reports for senior management, improving visibility on financial performance.

### Junior Financial Analyst

Jul 2015 - May 2018

*Finance Solutions Corp., Boston, MA*

- Assisted in the development of annual budgets and long-term financial plans, contributing to a 10% increase in departmental efficiency.
- Performed extensive data analysis using SQL and Excel to support financial reporting and strategic initiatives.
- Participated in the integration of new financial software, enhancing reporting capabilities and reducing manual workload by 25%.

## EDUCATION

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### Bachelor of Science in Finance

May 2018

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

## SKILLS

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

**Tools & Frameworks:** Excel, Power BI, SQL, Tableau