
Cash Management Manager Resume

Job Objective

Seeking a chance to work with a growing company through filling the Cash Management Analyst position and putting my experience to good use.

Highlights of Qualifications:

- Admirable experience in managing office environment
 - Sound knowledge of all mathematics skills and associated calculation
 - Profound knowledge of computer systems
 - Ability to work in team as well as independently
 - Ability to resolve all cash application issues through appropriate techniques
 - Ability to train subordinates on all cash applications
 - Ability to work and maintain level spreadsheets
 - Ability to maintain all cash and investment accounts
 - Ability to maintain efficient relationship for bank accounts
 - Solid understanding of all Microsoft Office applications
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Professional Experience:

Cash Management Analyst
Caterpillar Inc., Coos Bay, OR
May 1998 – July 2003

- Managed all multiple bank accounts and associated Wire transfers.
- Collaborated with departments to manage all funding for disbursement accounts.
- Developed and maintained professional relationship with bank and investment management managers.
- Prepared and designed all investment accounts.
- Designed forecasts of all cash flows till five years in association with departments.
- Evaluated monthly bank charges and ensured consistency.
- Collaborated with various departments in opening and closing of all accounts.

Cash Management Specialist
Lincoln Investment Planning, Inc., Coos Bay, OR
October 2008 – Present

- Provided support to all customer accounts for direct debits.
- Provided technical support to all lockbox and electronic payment staff.
- Prepared record for all refunds for everyday work.
- Analyzed routes of all check refunds and obtained required approvals.
- Administered and processes all incoming wire payments with help of accounting software.
- Monitored all activities associated with employment.

Cash Management Advisor
Markel Corporation, Coos Bay, OR
August 2003 – September 2008

- Expand client base and analyzed all fundamental cash management requirements.
 - Designed various integrated solutions to ensure compliance to client requirements and objectives.
 - Managed communication with all internal partners.
 - Provided required support to all existing and prospective clients.
 - Monitored and provided response to all client requests.
 - Administered all complex cash management issues.
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Education:

Bachelor's Degree in Finance
Adelphi University, Garden City, NY

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