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# FINANCIAL CONTROLLER RESUME

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## Summary:

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A C-level executive who plays a management role which is generally focused in financial planning, debt financing, cash flow monitoring, and budget management and review functions; has an in-depth knowledge of the principles related to all matters linking to finance, accounting, budgeting, and cost management and controls; is adept with using both automated and manual financial and accounting reporting systems, as well as software; deep involvement in the decision-making processes of companies in adherence to federal and state financial regulations; has the innate capability of driving business revenues via risk management, forecast and accurate analysis of financial data to lessen or eliminate losses incurred by the company.

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## Professional Experience:

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Financial Controller January 2007 – Present  
Alexis International, Beachwood, Ohio

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## Responsibilities:

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- Ensured complete, accurate and timely management of financial affairs.
- Managed yearly financial and inter-audits.
- Prepared focused monthly analysis to track progress of the company in relation to financial targets and goals.
- Handled general administration and cost control.
- Budgeting, forecasting and process improvement initiatives.
- Developed business plans and strategies.
- Prepared budget, cost control, financial control, credit control and cash flow management.

Financial Controller June 2004– January 2007  
Allegheny Technologies, Inc., Pittsburgh, Pennsylvania

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## Responsibilities:

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- Handled overall management of financial functions.
- Ensured effective cash flow management including treasury.
- Developed monthly analysis to determine the progress of financial goal.
- Reviewed and improved internal control procedures.
- Ensured implementation of high standards of financial controls and reporting.
- Planned project/investment appraisals and directives.

Assistant Financial Controller February 1999 – May 2001  
Allegheny Technologies, Inc., Pittsburgh, Pennsylvania

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## Responsibilities:

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- Ensured complete, accurate and timely management of financial affairs.
- Managed yearly financial and inter-audits.
- Prepared focused monthly analysis to track progress of the company in relation to financial targets and goals.
- Handled general administration and cost control.
- Budgeting, forecasting and process improvement initiatives.
- Developed business plans and strategies.
- Prepared budget, cost control, financial control, credit control and cash flow management.

Financial Controller June 2004– January 2007  
Allegheny Technologies, Inc., Pittsburgh, Pennsylvania

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## Education:

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1997- 1999 Bachelor of Science in Accountancy  
Princeton University, NJ  
1993- 1997 Master's Degree in Finance Budgeting  
Princeton University, NJ  
1997 Certified Public Accountant

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## Skills:

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- Proficiency and expertise in MS Office: Word, Excel, PowerPoint
- Can effectively source out new businesses and mitigate risks in cash
- Very effective English verbal communication and written skills

- Knowledgeable in accounting principles, practices, applications, payroll processes and procedures
- Effective time-management skills
- Good supervisory and coaching skills

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## **Awards and Honors:**

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Dean's Lister, Princeton University, Batch 1994  
Association to Advance Collegiate Schools of Business, Member

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