

Maxine Curry

Controller

AREAS OF EXPERTISE

Account reconciliations
People management
Accounting procedures
Analytical reviews
Accounting procedures
Internal controls

PROFESSIONAL

French speaker
First Aider

PERSONAL SKILLS

Passionate
Forward thinking
Focused
Hard working

CONTACT

Maxine Curry
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Driving license: Yes
Nationality: British

PERSONAL SUMMARY

An analytical and detail orientated Controller who can easily manage the day-to-day accounting requirements of an organization. Maxine has vast experience of overseeing all aspects of a company's financial and accounting functions. She possesses the skills, aptitude, and ability needed to perform all her duties proficiently, and has a track record of helping her employers meet their profitability expectations. Right now, she is looking for a suitable position with a company that offers great career growth potential to those with the drive to succeed.

WORK EXPERIENCE

Company name – Location

CONTROLLER Jun 2013 – Present

Responsible for providing support, guidance and expert advice on financial and accounting matters to the company's senior managers.

Duties:

- Overseeing the management & operations of the company's accounting department.
- Accurately reporting financial statements and information to senior managers.
- Developing the company's financial plans and policies and its accounting practices.
- Contributing to decisions regarding the company's financial strategy and direction.
- Helping managers to identify profit improvement opportunities and cost savings.
- Reporting on and resolving discrepancies in the company's financial records.
- Providing financial analysis, reporting and decision-making support to managers.
- Maintaining positive, professional and mutually profitable relationships with banks.
- Providing accounting guidance and support to local and national finance teams.
- Preparing consolidated monthly accounts and management reports for senior managers to review.

Company name - Location JOB TITLE Dates (i.e. Aug 2011 – Jun 2013)

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KEY SKILLS AND COMPETENCIES

- Using IT to improve the performance of the finance and accounting departments.
- Regularly reviewing internal controls and ensuring that they are fit for purpose.
- Have excellent business acumen and good understanding of current financial issues.
- Delivering complex financial presentations in a clear and articulate manner.
- Streamlining and automating financial processes to ensure better efficiency.
- Committed to excellence and will always ensure that effective actions are taken where any financial problems are discovered.

ACADEMIC QUALIFICATIONS

Nuneaton University 2008 - 2011
BSc (Hons) Sales Management

Coventry Central College 2005 - 2008
A levels:
Maths (A) English (B) Technology (B) Science (C)

REFERENCES – Available on request.



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