

# Maxine Curry

## Finance Analyst

### AREAS OF EXPERTISE

*Financial studies*

*Management accounts*

*Budgetary control*

*Balance sheet accounts*

*Cost analysis*

*Financial training*

*Financial forecasting*

### PROFESSIONAL

*Fire Marshall*

*First Aider*

### PERSONAL SKILLS

*Attention to detail*

*Dedicated*

*Focused*

*Hard working*

### CONTACT

*Maxine Curry  
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*Driving license: Yes  
Nationality: British*

### PERSONAL SUMMARY

Maxine can provide senior management with accurate financial insights into whether they are doing the right things in order to deliver on short, medium and long term company goals. She will always give clear recommendations and then explain the exact implications of those for the business. As a true professional she can always be relied upon to competently complete any commercial financial projects given to her. Right now she is keen to join a rapidly growing business that has a role that is well placed for future career development.

### WORK EXPERIENCE

#### *Company name – Location*

FINANCE ANALYST      Jun 2013 – Present

Responsible for working with other staff in the finance team to provide key support to senior Financial Accountants.

#### *Duties:*

- Involved in a high profile role, working directly with the senior management team on a day to day basis.
- Training up budget holders so that they understand key financial concepts.
- Giving financial insight on the impact of new business development opportunities.
- Researching financial periodicals, reports, and other investment material to obtain accounting information.
- Preparing month end accruals and prepayment journals.
- Monitoring financial statistics and trends to identify problems & improve processes.
- Producing accurate monthly reports, budgets and forecasts.
- Ensuring all budget holders understand the financial information they are given and also answering questions they may have.
- Constantly improving financial systems, processes and reporting.
- Using online banking systems to make financial transactions.
- Carrying out a range of financial analyst assignments as directed by superiors.
- Analyzing the financial impact of departmental programs.

#### *Company name - Location*

JOB TITLE      Employment dates (i.e. Aug 2011 – Jun 2013)

### KEY SKILLS AND COMPETENCIES

- Using sophisticated spreadsheets and reporting tools to present detailed information.
- Driving financial efficiencies at all levels within the company.
- Efficiently planning and prioritising workloads to ensure tight deadlines are met.
- Driving change and having a strong desire to continually improve.

### 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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