

Daniel Rossi

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> Career Summary

I am a highly motivated CIMA professional with in-depth knowledge of financial and management information systems. My key strengths include

- commercial and business awareness
- strategic analysis
- analytical thinking and a logical approach to work
- strong team-working ability and excellent communication skills.

Having successfully completed my Masters in Business Administration, and having developed my current role, I am now seeking an opportunity to take on greater management responsibilities and challenge within a company finance function.

> Professional Qualifications

2001-2005	Masters in Business Administration (MBA) Courses studied include: Managing performance and change Financial strategy Business operations: delivering value.	The Open University
2000-2002	Professional Diploma in Management Projects included: Analysis of change strategy within current company and review of accounting systems, including proposals for future developments.	The Open University
1997-1999	Chartered Institute of Management Accountants (CIMA) All passed on first attempt	

> Career History

2000 - Present	Deputy Finance Manager	Ace Holdings Plc Port
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Achievements:

- Planned and co-ordinated computerization of the management accounts system: required me to use high-level organisational skills and my ability to think strategically and to deal with complex problems as the project progressed.
- Trained staff in the use of the new system: provided concise and effective guidelines and designed a training plan. Ensured full staff engagement through involvement at all levels.
- Reduced the cost of supplies by 11% in 2001-2002: was able to make savings by thinking creatively and identifying alternative methods of purchasing goods, as well as encouraging the purchasing department to source new suppliers.

- Strengthened and simplified the reporting of financial information: each team was given greater responsibility for reporting on their own accounts which led to greater transparency. This required more of my time initially in coaching them through this process, but resulted in more effective financial records.
- Researched a detailed marketing study leading to a refocused annual marketing plan. This required me to consult and liaise with colleagues in marketing, and I developed a greater understanding of their function as a result.
- Negotiated £2m loan for a major construction project: required me to research and present our case. Represented the company in negotiations throughout the bidding process, including at panel interviews.
- Handled credit analyses and made credit recommendations.

1998-2000 **Management Accountant** Southern Finance Plc Portsmouth

- Preparing regular financial statements and accounts, such as profit and loss accounts
- Analysing company performance
- Monitoring spending, costs and budgets
- Interviewing clients
- Supervising an office of nine staff.

1996-1998 **Accounts Technician** Southern Finance Plc Southampton

- Assisting with ledger accounts and budget preparation
- Preparing statements showing income and expenditure
- Processing expenses claims

> Other Employment

I started work as a trainee accounts clerk with Southern Finance, learning the job and assisting with ledger accounts. From there I was quickly promoted to accounts clerk and began working towards professional qualifications.

> Additional Information

- IT skills: use Microsoft Office and SAGE financial management software on a daily basis to write documents, prepare presentations, store and manipulate data and produce financial reports.
- Part-time study of the courses described above required self discipline, time-management skills and determination. I developed a much broader awareness and understanding of company systems and functions as a result of study.
- Keen member of a local amateur dramatics society, and have been stage manager for the last four years. This provides an additional arena to further develop my organisational and people-management skills.
- Currently treasurer of my children's primary school PTA. This requires careful thought on how to present financial information to members of PTA who are without financial knowledge.
- Regular swimming (twice a week) to keep fit.
- My language skills include conversational Spanish and French. I have taken several evening classes to develop my confidence when communicating on holiday.
- Full clean driving licence.