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**SKILLS**

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- Highly adept and strategically minded at eliminating bottleneck processes
- Strong communication and interpersonal skills
- Optimistic Mindset, Strategic Thinker, and Analytical Problem Solver
- Proficiency in analyzing data using Excel and SQL and visualizations with PowerBI and Tableau
- Well experienced as A/P specialist in QuickBooks and Great Plains systems
- Bilingual in English and Spanish

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**EXPERIENCE**

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- **CūtisCare** Boca Raton, FL  
*Staff Accountant* Sept 2023 - Jan 2024
  - Managed bookkeeping and biweekly payments of over 240 AP invoices in Great Plains
  - Assisted in migrating one-year of company data from Great Plains to Netsuite
  - Assisted journal entry reconciliations for month-end closes and year-end close for 2023
  - Facilitated biweekly expense reports approvals aligning with company policy
- **Crowley** Jacksonville, FL  
*Business Development Intern* May 2022 – Aug 2022
  - Supported product development team in managing user stories and backlog refinement for development sprint
  - Identified actionable insights using PowerBI to track accuracy of price prediction algorithm
  - Collaborated with data science team to migrate dashboards to new server
  - Produced a financial analysis on excel to assess the timeliness of customer payments

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**EDUCATION**

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- **Google** Online  
*Data Analytics Professional Certificate* May 2022 – Aug 2022
  - Demonstrated hands-on experience with data cleaning, data visualization, project management, interpreting and communicating data analytics findings.
  - Confidence in transforming complex data into actionable and clear insights.
  - Fluency in computer programming languages and a solid understanding of databases.
- **Florida Atlantic University** Boca Raton, FL  
*Master of Business Administration in Data Analytics; GPA: 3.68* May 2020 – May 2022
- **Bethel School of Leadership** Redding, CA  
*Unaccredited Leadership School* Aug. 2017 – May 2020
  - Instrumental in personal and leadership development
- **Florida International University** Miami, FL  
*Bachelor of Business Administration in Finance; GPA: 3.93* Aug. 2015 – May 2017
  - Summa Cum Laude, Dean's List 4 Consecutive Semesters

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**RELEVANT COURSEWORK**

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- “Global Business Strategy”, “Global Environment of Management”, “Financial Management”, “Advanced Marketing Management”, “Communication Strategy for Business Professionals”, “Advanced Analysis and Application of Accounting Data”, “Leadership and Organization”, “Data Management Analysis W/ Excel”, “Data Management Systems (SQL, Oracle 12c, Visio)”, “Advanced Managerial Economics”

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**CERTIFICATES**

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- Level 2: Excel Yellow Belt from McGraw-Hill – SIMnet
- UC Davis Course Certification for Data Wrangling, Analysis and AB Testing with SQL (Coursera)

