**Oliver E. Perry**

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**Career Objective:**

To acquire the position of a cash analyst at a leading reputed global consumer brand and ensure accurate maintenance of cash transactions and perform daily cash reconciliation.

**Summary of Skills:**

* Excellent accounting background and experience
* Strong experience of cash management for retail chain stores
* Proficient with English speaking and writing
* Expert in MS Office suite and advanced accounting software
* Skilled in planning, prioritizing, and organizing tasks

**Work Experience:**

Cash Analyst

Star Financial, Inc., Raleigh, NC

September 2013 - Present

* Conducting cash flow analysis and preparing a summarized reports relating to cash in-flow and cash out-flow
* Ensuring regular receipts and payments for the organization is correctly entered into the accounting system
* Coordinating with debtors and creditors to make certain each transaction takes place in accord with the contractual terms and organizational policies
* Assisting in preparing a summarized financial report by performing functions of budgeting and forecasting related to cash transactions
* Controlling the standing of cash reserves of the organization

Cash Analyst

ABC Company, Raleigh, NC

March 2012 - August 2013

* Handle multiple bank accounts and daily cash reconciliation
* Monitored cash allocation to each department and performed month-end reconciliation
* Researched and reconciled cash related issues in a timely manner
* Posted daily cash transaction in to respective accounts
* Maintained spreadsheets for daily cash flow
* Stopped payment to vendors for late delivery of raw materials

**Education:**

* Bachelor's Degree in Accounting  
  Numero University, Raleigh, NC  
  2011

**Reference:**

On request.