



MIA TAYLOR

Financial Reporting Analyst

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PROFESSIONAL SUMMARY

Proficient Financial Reporting Analyst with two years of experience in financial statement preparation and variance analysis. Skilled in utilizing advanced Excel and SAP tools to enhance reporting accuracy. Strong collaborator, providing actionable insights that support strategic financial decisions and contribute to operational efficiency.

WORK EXPERIENCE

Financial Reporting Analyst Mar / 2024-Ongoing
Seaside Innovations Santa Monica, CA

- Collaborated with the CEO and management to design compliance reports for attorney prebill statuses.
- Developed templates for volume billing assessments to optimize the monthly billing cycle.
- Prepared comprehensive billing summaries for effective budget management at client levels.
- Monitored and reported on volume discounts to ensure accurate billing practices.
- Provided solutions for reporting irregularities, maintaining the firm's reputation for accuracy.
- Analyzed financial data to relay accurate revenue and profitability forecasts.
- Executed daily accrual and work-in-progress reporting based on client billing guidelines.

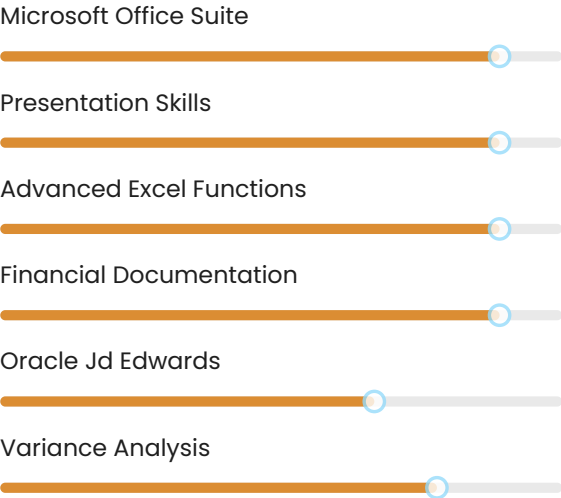
Client Operations Administrator, Senior Associate Mar / 2023 - Mar / 2024
Lakeside Apparel Co Chicago, IL

- Conducted daily financial analyses to provide accurate valuations on over 150 funds.
- Streamlined SharePoint procedures, enhancing client service delivery across multiple databases.
- Automated future projections, reducing processing time significantly.
- Managed daily wire projections for brokers and investment managers.
- Refined departmental procedures to boost overall efficiency.
- Facilitated internal and external auditing processes throughout the year.

EDUCATION

Bachelor of Science in Accounting Mar / 2022-Mar / 2023
University of Finance Chicago, IL
Focused on financial reporting, analysis, and compliance.

SKILLS



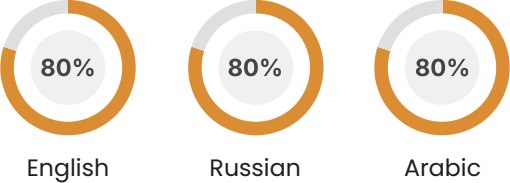
INTERESTS

- Podcasts Language Learning
Dancing Cycling

STRENGTHS

- Intuition Leadership
Listening Mentorship

LANGUAGES



ACHIEVEMENTS

- Streamlined the billing process, reducing discrepancies and improving accuracy by 15%.
- Developed monthly financial reports that enhanced budget tracking for stakeholders.