

CHARLOTTE HARRIS Interim Controller

PROFESSIONAL SUMMARY

Resourceful Interim Controller with 7 years of proven experience in financial stewardship and operational leadership. Expert in optimizing financial reporting, ensuring compliance, and implementing strategic frameworks that enhance profitability. I am committed to delivering precise financial insights and fostering team collaboration to achieve organizational objectives.



WORK EXPERIENCE

Interim Controller

🛗 Jun / 2020-Ongoing

Blue Sky Innovations

Thicago, IL

- 1. Prepares and analyzes financial statements ensuring compliance with GAAP standards.
- 2. Manages accounting systems to accurately report on inventory and fixed asset valuations.
- 3. Compiles and presents comprehensive cost reports to support strateaic decision-makina.
- 4. Processes payroll for 750 employees across multiple states, mitigating tax liabilities efficiently.
- 5. Develops and maintains audit schedules for internal and external compliance requirements.
- 6. Interprets and reviews reports from team members to ensure timely and accurate submissions.
- 7. Collaborates with management to prepare and monitor capital and operational budgets.

Interim Controller

Jun / 2018-Jun / 2020

Crescent Moon Design

₮ Portland, OR

- 1. Reported directly to the Executive VP, overseeing the accounting operations and year-end audit processes.
- 2. Facilitated the creation of a Five-Year Financial Plan aligned with the business divestiture strategy.
- 3. Streamlined financial reporting processes, decreasing month-end close time by 20%.
- 4. Conducted fiscal year-end analysis and reporting for a \$12M manufacturing operation.
- 5. Provided interim management and oversight of the Accounting and Finance functions for a biotech startup.
- 6. Managed financial operations, including month-end close and financial statement preparation.

EDUCATION

Master of Business Administration

m Jun / 2016-Jun / 2018

Harvard University

耳 Seattle, WA

Focused on Finance and Accounting, enhancing strategic financial management skills.

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Financial Software Integration

Risk Management

Financial Statements

Process Improvement

Data Analysis

Stakeholder Communication



🗘 Scuba Diving

E-sports

🗪 Reading Fiction ខ Puzzle Solving

STRENGTHS

Stewardship

Maria Teamwork

% Tenacity

Vision

LANGUAGES





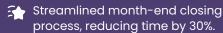


English

Spanish

Japanese

ACHIEVEMENTS



Implemented a new budgeting system that improved forecasting accuracy by 25%.