

# **LIAM ANDERSON**

**Assistant Project Control Analyst** 

- (123) 456 7899
- Los Angeles
- www.qwikresume.com



Sap Financial Management

Forecasting

Reporting Skills

Change Management

Time Management

Performance Metrics



DIY Projects

**%** Crafting

O Meditation

**III** History

### **STRENGTHS**

Humility

∇ Innovation

Insightfulness

✓ Integrity

## **LANGUAGES**





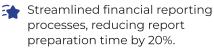


English

Spanish

Mandarin

### ACHIEVEMENTS



Developed comprehensive cost estimates that improved project budget accuracy by 15%.

## PROFESSIONAL SUMMARY

Results-oriented Assistant Project Control Analyst with 5 years of experience in financial planning, cost analysis, and performance tracking. Proven ability to develop insightful reports that enhance decision-making and improve project outcomes. Dedicated to collaborating with crossfunctional teams to ensure project success while maintaining budgetary compliance.

### WORK EXPERIENCE

### Assistant Project Control Analyst

Apr/2021-Ongoing

📮 Santa Monica, CA

#### Seaside Innovations

- 1. Produced detailed monthly financial deliverables for 17 subcontracts and task orders, ensuring timely submissions to program managers and contract specialists.
- 2. Maintained and updated Estimates to Complete (ETCs) for each subcontract using advanced Excel tracking methods.
- 3. Supported Program Managers in financial monitoring, including Level of Effort (LOE) and funding availability assessments.
- 4. Coordinate with project teams to ensure timely deliverables.
- 5. Validated invoices and financial documents for accuracy prior to submission to stakeholders.
- 6. Analyzed monthly unbilled amounts to identify and address cash flow issues promptly.
- 7. Conducted profitability analyses for new and modified subcontracts, providing actionable insights for management.

#### **Project Control Analyst**

### Summit Peak Industries

**耳** Denver, CO

- 1. Managed cost reporting for 30 projects, ensuring accurate financial tracking and invoice reconciliation.
- 2. Collaborated with senior stakeholders to clarify business requirements and enhance project execution.
- 3. Allocated contract funding from multiple DoD program offices, establishing initial working plans for budget implementation.
- 4. Supported financial planning and analysis for approximately 50 programs with a total value of \$65 million.
- 5. Assisted in conducting client performance assessments to improve service delivery.
- 6. Developed and maintained databases for client surveys, ensuring accurate participant information.

### EDUCATION

### Bachelor of Science in Accounting

#### University of Florida

Thicago, IL

Gained foundational knowledge in accounting principles, financial analysis, and project management.