



# Michael

## ANDERSON

### BUDGET ANALYST

Proactive and detail-oriented Junior Accountant with a strong focus on financial analysis and reporting. Displays a thorough understanding of budgeting processes and expense management, contributing to enhanced fiscal discipline within organizations. Proficient in employing various accounting software tools to generate insightful reports and analyses. Recognized for analytical thinking and the ability to translate complex financial data into actionable insights.

#### CONTACT

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- 📍 San Francisco, CA

#### SKILLS

- Financial analysis
- Budgeting
- Expense management
- Forecasting
- Financial modeling
- Team collaboration

#### LANGUAGES

- English
- Spanish
- French

#### EDUCATION

**BACHELOR OF ARTS IN ACCOUNTING,  
UNIVERSITY OF TECHNOLOGY, 2020**

#### ACHIEVEMENTS

- Contributed to a 20% improvement in budget adherence across departments.
- Recognized for innovative approaches to financial analysis.
- Assisted in achieving a 30% reduction in unnecessary expenditures.

#### WORK EXPERIENCE

##### BUDGET ANALYST

Finance Solutions

2020 - 2025

- Assisted in the development and monitoring of departmental budgets.
- Conducted variance analysis to identify budget discrepancies.
- Collaborated with departments to provide financial guidance.
- Utilized financial modeling techniques for forecasting.
- Supported the preparation of financial reports for management review.
- Engaged in training on financial analysis tools.

##### JUNIOR ACCOUNTANT

Tech Innovations

2015 - 2020

- Managed financial transactions and maintained accurate records.
- Assisted in monthly closing processes and reconciliations.
- Supported audit preparations by organizing documentation.
- Analyzed financial data to assist in decision-making.
- Provided support for payroll and tax compliance activities.
- Participated in team meetings to discuss financial strategies.