

Sharoz Zaheer

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Qualification

- GAAP and SOX knowledge, budget forecasting, account reconciliation and financial statement analysis
- Skilled communicator that can easily modify communication styles to accommodate diverse audiences
- Ambitious in facing challenges, balancing priorities and adept at thriving in changing environments

Education

College of Saint Rose, Albany, New York

Business Administration BS/MBA Dual Degree

May 2017

Concentration in Accounting and Finance

G.P.A 3.75

Dean's List recipient 2015, 2016, 2017

- Corporate valuation including free cash flows, budget analysis and leverage breakdowns "computing WACC"
- Project leader in financial management course to evaluate multiple companies productivity & financials
- Managerial Corporate Finance, Financial Derivatives, Cost Accounting and Statistical Analysis "Regressions"

Experience

Crown Castle, Clifton Park, New York

Project Analyst - Contractor

April 2017 – July 2017

- Manage 400+ Verizon Wireless & Government cellphone tower projects, work closely with Project Managers, Customers and Vendors through the entire projects
- Implement new strategies to increase margins by re-focusing on contractual processes
- Budget and forecast ~10 million cell tower projects for Verizon Wireless for the New England district
- Draft contracts/applications alongside Sales and Legal teams to meet FAA and local government regulations
- Point of contact for Construction management, Modifications, Procurement, Estimates, Bids and Financial reports for the assigned projects
- Manage A/R aging, job close outs, sales order processing and third party invoicing/billing
- Develop ad hoc reports for better management decision-making as needed

General Electric Corporation, Schenectady, New York

GE Healthcare Internship – Accounting & Finance

May 2016 – March 2017

- Managed \$5 million daily budget for the Health Care Accounting department
- Managed 30+ insurance suppliers, generated daily, weekly and monthly wires on demand for Healthcare claims
- Maintained 15+ payable accounts, processed journal entries and prepared monthly account reconciliation
- Analyzed information from 60+ health insurance suppliers for Form 5500 company's filing
- Forecasted future spending for the suppliers on a quarterly basis, performed monthly (Budget vs Actual) analysis and reported the results to Senior Finance Manager.

First Niagara Bank, Albany, Now York

July 2012- May 2016

Operations Sales Support

- Customer service, Credit lending, ACH & Fed wire transfers, Online banking assistant, Collections & disputes
- Service partner to support branch technical questions and finding solutions in high pace environment
- Managed payroll for 25+ employees and leader for new hires on onboarding process

Skills

- Advanced Microsoft Excel skills, PowerPoint, Word, Dashboard, Pivot Tables, Forecasting and Budget analysis
- Trilingual-In English, Hindi and Urdu
- Bloomberg certified with areas in Equities, Fixed Markets, Foreign Exchange and Commodities
- Experience with JD Edwards, CCI Sites, PMT, Oracle, SAP, ARM, ART, Torch, Finance intelligence, People soft and Business object