

# Charlotte Nguyen

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## CAREER OBJECTIVE

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Senior financial analyst with 7 years' experience across banking and consulting, seeking a finance manager role in a top-tier Australian organisation. Recognised for building forecasting models that improved budget accuracy by 18% and for leading cross-functional teams through two Workday finance migrations.

## KEY SKILLS

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- Financial modelling, forecasting and variance analysis (Excel, Power BI, Tableau)
- Statutory reporting under AASB / IFRS and quarterly board pack preparation
- Stakeholder management across finance, operations and executive teams
- Process automation — reduced month-end close from 8 days to 5
- Board and executive reporting — monthly packs, variance commentary, audit liaison
- Team leadership — mentored 4 graduate analysts; chaired the month-end close working group

## WORK EXPERIENCE

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### Senior Financial Analyst

Mar 2022 – Present

*Meridian Financial Group — Sydney, NSW*

- Built rolling 12-month forecast model adopted across 4 business units, improving budget accuracy by 18% (AUD 2.3M variance reduction)
- Led finance workstream of a Workday ERP migration covering 600+ staff, delivered on time and 6% under budget
- Prepared monthly board packs and presented variance commentary to the CFO and executive committee
- Partnered with three business-unit GMs on annual budgets totalling AUD 48M
- Co-ordinated external audit deliverables across finance; zero audit overruns in FY2024 and FY2025

### Financial Analyst

Jan 2019 – Feb 2022

*Pacific Consulting Partners — Melbourne, VIC*

- Delivered budgeting and costing analysis for 12 client engagements across retail, energy and government
- Automated weekly reporting in Power BI, saving the team 10 hours per week
- Mentored two graduate analysts through their first full audit cycle
- Built a client profitability model that informed repricing of 3 major accounts (+AUD 410K annual margin)

### Assistant Accountant (part-time)

Jul 2017 – Dec 2018

*Harbour City Retail Group — Sydney, NSW*

- Processed accounts payable and weekly bank reconciliations across 5 store entities while completing university studies
- Streamlined the supplier invoice approval flow, halving late-payment incidents

## EDUCATION

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### Bachelor of Commerce (Finance)

2015 – 2018

*University of New South Wales — Sydney*

- Distinction average · UNSW Business School Dean's List 2018

## PROFESSIONAL DEVELOPMENT

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- CPA Australia — full member since 2021
- Power BI Data Analyst Associate (Microsoft Certified), 2024
- Financial Modelling & Valuation Analyst (FMVA), Corporate Finance Institute — 2022
- Workday Financials functional training — internal certification, 2023

## REFEREES

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