

# CLARA CHEN

Established Finance Manager and qualified accountant (ACA) with a proven track record of successfully managing financial operations and driving strategic initiatives. Excellent analytical and problem-solving abilities and a strong understanding of UK financial regulations and industry best practices. Able to effectively communicate complex financial concepts to both technical and non-technical stakeholders. Committed to delivering exceptional financial performance and fostering long-term business growth.

## PERSONAL DETAILS

- Name**  
Clara Chen
- Address**  
London, United Kingdom
- Phone number**  
+44 20 7946 0402
- Email**  
example@cvmaker.uk

## EDUCATION

Bachelor of Science in Accounting and Finance  
*SOAS University of London | 2013*

## COURSES AND CERTIFICATES

Association of Chartered Certified Accountants (ACCA)

- Financial Accounting
- Management Accounting
- Taxation
- Auditing

## SKILLS

- Financial Planning and Analysis
- Budgeting and Forecasting
- Risk Management
- Financial Reporting
- Cost Control and Reduction
- Cash Flow Management
- Financial Modeling
- Compliance and Audit
- Investment Analysis
- Team Leadership and Mentoring

## WORK EXPERIENCE

- 2019 - Present**  
**Finance Manager**  
TJ Young, London  
Lead a team of 5 finance professionals, providing guidance, mentoring, and performance management. Direct financial planning and analysis, including budgeting, forecasting, and variance analysis. Oversee month-end and year-end closing for accurate and timely financial reporting. Foster strong relationships with stakeholders, offering financial insights for strategic decision-making.
  - Implemented robust internal controls and risk management processes, safeguarding company assets and mitigating financial risks.
  - Developed and implemented financial strategies to support business objectives, resulting in a ~10% increase in profitability.
- 2017 - 2023**  
**Assistant Finance Manager**  
CPMG, London  
Assisted the Finance Manager in financial planning, budgeting, and forecasting activities. Prepared monthly financial reports, including profit and loss statements, balance sheets, and cash flow statements, ensuring accuracy and compliance with GAAP. Conducted financial analysis to identify cost-saving opportunities and improve profitability.
  - Played a key role in assisting the finance team to implement an ERP system, achieving a smooth transition with zero disruption to operations.
  - Co-led the development and implementation of a comprehensive internal control framework, resulting in a significant improvement in financial governance and 100% compliance.

*Additional experience: Audit Trainee, IC Group, London, UK | 2014 - 2016*