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ROBERT SMITH

Jr. Human Resources Analyst

Info@qwikresume.com | [LinkedIn Profile](#) | [Qwikresume.com](#)

An organized, detail-oriented, and conscientious Jr. Human Resources Analyst with 3 years of experience, able to strategize and prioritize effectively to accomplish multiple tasks and stay calm under pressure. Maintains a positive and professional demeanor at all times. Interprets requests, determines action plan, explain guidelines, policies, and procedures. Possess critical thinking skills, along with attention to details.

EXPERIENCE

Jr. Human Resources Analyst

New York City Health & Hospitals - OCTOBER 2015 - DECEMBER 2017

- Provided administrative coverage to the Chief Financial Officer, and Executive Director of human resources.
- Liaised with hiring managers on a daily basis to relay candidate feedback on applicants.
- Handled all confidential material relevant to departmental/corporate operations; filed and retrieved hr documents, records, and reports.
- Provided support in all HR areas - HRMS maintenance, employee relations/conflict resolution, new hire orientation, employee onboarding, termination process, recruitment and sourcing, performance management.
- Assisted with the development and administration of programs, procedures, and guidelines to help align the workforce with the strategic goals of the company.
- Assisted in developing employee training and onboarding manuals for new hires and assisted in the training of new staff.
- Managed the development and maintenance of the hr section of both the internet, particularly recruiting, culture, and company information, and intranet sites.

Human Resources Analyst

ABC Corp - APRIL 2015 - OCTOBER 2015

- Assisted with the implementation of the performance management system that includes performance development plans (PDPs) and employee development programs.
- Assisted with the monitoring of the company wage and salary structure and the variable pay systems within the company including bonuses and raises.
- Coordinated the hiring process, including but not limited to conducting background checks using the System for Award Management (SAM) and reference checks, and issuing job offer letters and other internal communication.

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April Miller

100 Broadway Lane
New Cityland, CA 91010
Home: (555) 987-1234
Cell: (555) 987-1234
email@example.com

PROFESSIONAL SUMMARY

Creative Data Management Analyst dedicated to providing innovative and effective data solutions and assessment. Proficient at analyzing data for business and market trends, document and record validation, and completing extraction, transformation, and loading. Specialize at developing system tools to optimize data assessment and management.

HIGHLIGHTS

- Data assessment
- Workflow optimization
- Market analysis
- Data mining
- Information systems
- Data transference
- Detail oriented
- Independent

WORK EXPERIENCE

August 2009 to December 2014 Barwin Retail—New Cityland, CA Data Management Analyst

- Completed various data management tasks to ensure record accuracy and workflow efficiency, including loading, transformation and extraction
- Monitored the status and security of data systems, established direct access files and other configurations
- Coordinated with application development to ensure maximum efficiency and functionality

February 2004 to July 2009 Hartworth Merchandising—New Cityland, CA Data Management Analyst

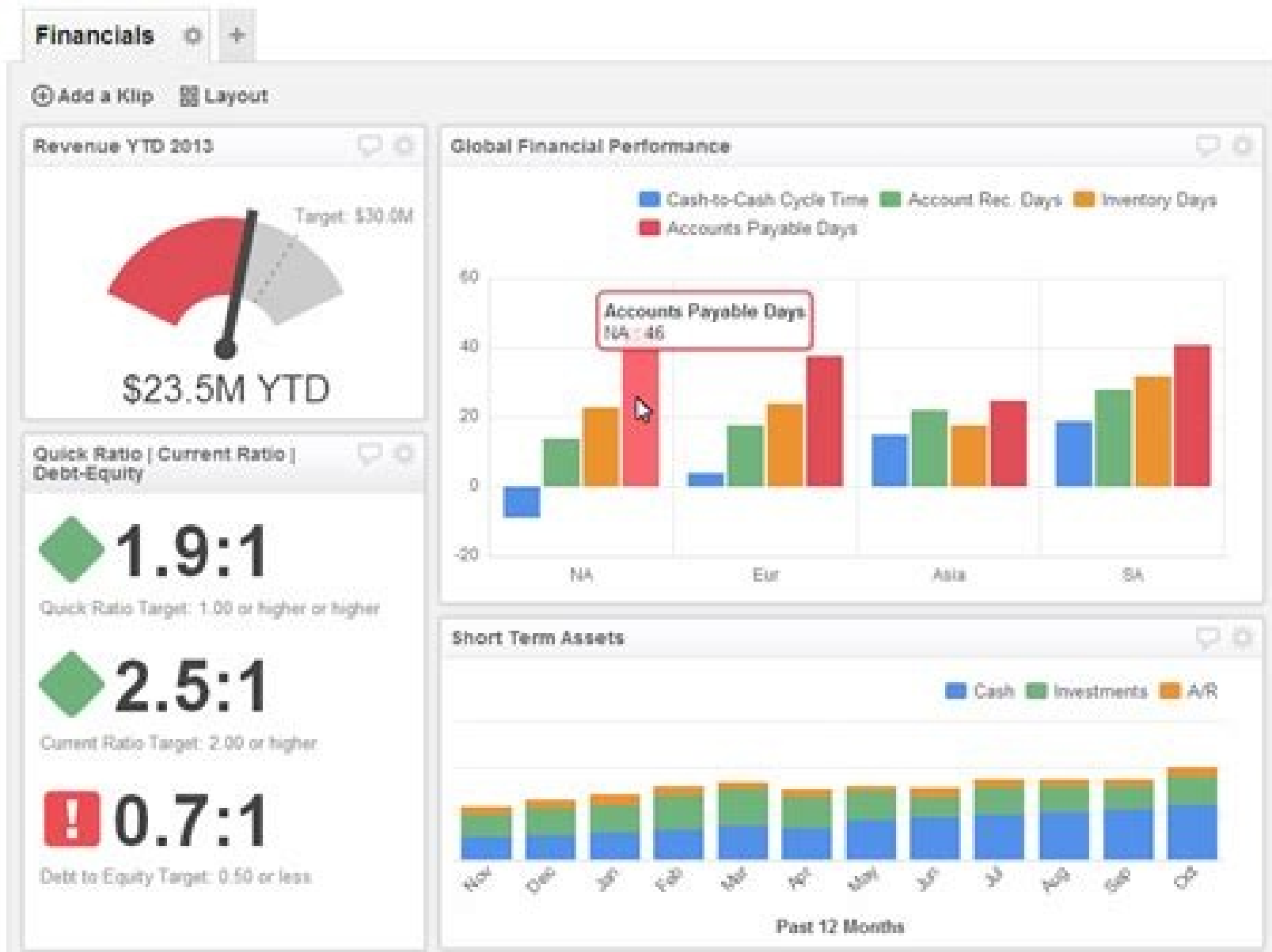
- Analyzed sales and customer purchasing trends, produced status reports on product lines
- Utilized data analysis to assess company and product status, conducted assessments to optimize workflow
- Ensured interdepartmental documentation accessibility, facilitated communication

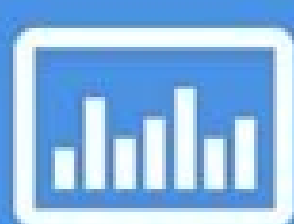
September 2000 to January 2004 Central Cityland Financial—New Cityland, CA Data Management Analyst

- Utilized market data to conduct trend and business analyses, produced progress reports for management
- Developed and implemented plans to organized and deliver necessary data to customers
- Verified physical documents, reconciled differences between data and documentation, reviewed records and documents for validity

EDUCATION

1999 Texas Tech University, Lubbock, TX Bachelor of Science in Computer Science





Fixed cost vs Variable cost

#1. Nature

Fixed cost



It changes only after a certain period of time

Variable cost



It changes with the volume of production

#2. Gross level

Fixed cost



It is fixed at gross level

Variable cost



It increases at gross level with the increase in production and vice versa

#3. Unit level

Fixed cost



It decreases at per unit level with the increase in production and vice versa

Variable cost



It is fixed at per unit level

#4. Effect on Profitability

Fixed cost



Higher level of production reduces fixed cost per unit which improves profitability

Variable cost



The level of production doesn't impact per unit cost and as such no impact on the profitability

#5. Risk Associated

Fixed cost



It is usually capital intensive in nature and as such exposed to risk if adequate production level is not achieved

Variable cost



It increases with the level of production at a constant rate and is the cost is measured at unit level

#6. Level of control

Fixed cost



Fixed cost can't be controlled and has to be paid

Variable cost



Variable cost can be controlled by controlling the volume of production

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Best investment managers like Warren Buffet and Ray Dalio have released Great Great Great Year after year. An important step is therefore to carefully evaluate the history of a financial advisorââ to give financial advice. Their responsibilities for the customer's financial welfare, legally, are more limited. Tax analyst: Help the organization to respect the obligations of tax returns on income and compliance. Ideally, customer consultant customers have all become significantly better after starting to work with the first consultant. The Wall Street Journal Jason Zweig publisher recommends requesting to see an investment consultantââ s record of Writing track. Warning to this advice because if they cut angles and hire a consultant with a bad record, you could end up suffering financially.3. Determining the level of risk acceptable one other key part of the work with a financial advisor is to know its own level of acceptable risk. See also Risk Adjudicator. In this way the competition incentives are reduced to push you towards not optimal investments. See research analyst. For example, if you have an ultra-serving risk approach, you prefer to invest more securely. Based on this trustee, a consultant is strictly required to put the interests of the customer above the interests ââ ââ. Alternatively, they can set the commissions for some services and packages. Some financial advisors, on the other hand, make money on commissions for offers recommending for you. Specialized technological skills Work environment The demand for financial analysts is predictable. Questions to ask during the interview with a financial advisor you need to interview your potential financial advisor very carefully to make sure they are able to achieve your goals You should ask them about their investment philosophy and their approach to speculation. Investment philosophy and risk attitudes are some of the key factors that will determine the success of your work together. Take note of answers because they will give you good insights into their financial mentality. Financial Analysts' Generally' A tengage in: Compiling & Researching: Aggregate and analyze a broad array eAAA and large volume eAAA of data. Typical Analyst roles in the corporate finance sector include:ââ A Financial Reporting Analyst: Analyze the firm's financial statements and look at trends and/or variances in the financial data (actual versus budget) to generate possible explanations.ââ A Management Reporting/Performance Analyst: Analyze the performance of specific parts of a firm, analyzing financial data by product line, department, geography, etc. While the core functions of the Financial Analyst are the same across all industries, the areas of focus typically differ inside and outside the corporate finance sector. Move to a Related Field: Outside of Corporate Finance, some Analysts go on to become Investment Advisors, Financial Consultants or Investment Bankers. CC0/Startup Stock Photos/Pexels Who you trust with your money can help make you or ruin you. Undergraduate degree typically required. Data Modelling & Analysis: Participate in budgeting and forecasting/planning activities. Participate in regular financial statement reviews' and variance analyses (Financial Reporting Analysts). They typically use a company's financial statements (i.e. income statement, balance sheet and cash flow statements) to analyze its performance, and use financial ratios (e.g. profitability ratios, debt ratios) to compare it against another company or its own historical performance. This helps you set limits and expectations early.Advisors might recommend something for you down the line that really does not work with your personality. Treasury Analyst: Analyze the firm's cash flow: Reconcile bank deposits and withdrawals against bank statements or expenditures against cash balances, produce interest schedules or track inter-company loans and the The payment of interests to guarantee the organization and its services an adequate cash flow. This is because the experienced investor has developed their financial competence. When it comes to financial services, the records are all. More information from Life123.com Financial analysts collect and analyze financial information to help organizations make business decisions. MUST-HAVE: financial analysis skills: capacity to interpret complex data to demonstrate models and trends, make recommendations and draw conclusions Detailed knowledge of extraction techniques, storage, processing and communication of data (for example SAS and Teradata) knowledge of policies and of regulatory and legislative procedures for the financial sector Knowledge of economic, accounting, financial markets and bank markets data interpretation, sensitivity and communication: capacity to assimilate / sum up large quantities of information from multiple sources and to communicate results to bearers of interests. Experience in a role of accounting. Financial analysts can follow different paths through, more seniority: in quality of Junior Analyst, it is possible to reach an analyst's position in three to five years. As you can see, there will be cases where your interests do not align exactly. Among other things, the consultant cannot buy titles for his own account before buying them for the customer. The demand for financial analysts are expected to be stable. This is because there are key differences in the way these types of consultants work for you. A financial trustee is defined as an investment consultant that is regulated based on the 1940 investment advementor Advisors. There are several external factors and trends environmental that can affect demand and for this role: Competitive developments New products Technological developments In these areas, it is possible to change the structure of the entire financial services sector and further increase the demand for innovative financial services. .nost ekim restbah thgievyvah DLROW's RIGHE ââ ââ Ysyloa Sislana Evitamrofin

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