

# Riley Burton, CPA

## Senior Financial Analyst

*Confident and team-oriented Senior Financial Analyst, specializing in informative and persuasive professional presentations. Leveraging 9 years of progressive finance industry experience to increase ROI, improve finance processes, and provide clients with customer service excellence.*

### WORK EXPERIENCE

#### The Atlantic Group

Senior Financial Analyst

Pittsburgh, PA | 2016 - current

- Review financial statements and analyze sales revenues, costs, expenses, and tax rates for all business units of five client accounts including consolidation and analysis of monthly results and budgets to deliver presentations, providing recommendations on short- and long-range ROI.
- Spearheaded due diligence for \$5.2-billion joint venture, identifying key risk factors and forecasting investment viability.
- Develop detailed spreadsheets using SQL, Excel, Access, and proprietary finance systems to identify trends and develop forecasts.
- Lead a team of 15 finance professionals and a project budget of over \$200K with servant leadership that resulted in a team satisfaction score of 87% and successful completion of 90% of projects on time.

#### Lightstone Group

Financial Analyst

Pittsburgh, PA | 2014 - 2016

- Maintained and monitored spend analysis; developed an automated process that increased accuracy by 23% and provided the data three days sooner to the executive team.
- Perform a comprehensive analysis of financial issues (debt) and in-depth market share and industry report that increased market share by 9% and increased revenue \$500K.
- Contributed to 17% year over year growth by developing strategic recommendations for management regarding long-range planning.
- Provided decision-support to management by building models for product R&D, monetization strategies, third-party vendor contracts, and other ad hoc analyses.

#### Bell and Company CPAs

Accountant

Pittsburgh, PA | 2012 - 2014

- Provided accounting support to a variety of clients with detailed accuracy and customer service excellence.
- Ensured accurate data entry of accounts payable and timely processing of accounts payable checks reducing error rate by 33%.
- Conducted business specific research for a pharmaceutical company and made recommendations that were adopted by the client.
- Documented and evaluated risk exposures relating to client organization's governance, operations, and information systems.

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Pittsburgh, PA

[LinkedIn](#)

### SKILLS

- Microsoft Excel
- Time Management
- Financial Modeling
- Equity Capital Markets
- Forecasting
- Budget Management

### EDUCATION

#### Bachelor of Science Accounting

Penn State University

State College, PA

2008 - 2012