

# Kamal Benavides

**Senior Finance Manager**

Finance professional with 5 years of experience in tax filing, cash flow monitoring, and month-end close processes using Oracle Financials and Microsoft Excel. Completed 18 federal and state tax filings on time, avoiding $9,610 in potential late-filing penalties. Monitored daily cash positions averaging $2.39M and produced variance analyses covering 87 line items per report.

## Contact Information


(304) 555-0118

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Buckhannon, WV 12345


## Education

Bachelor of Science Business Administration (Accounting), West Virginia University

Morgantown, WV | 2017 – 2021

## Key Skills

- Oracle Financials
- Microsoft Excel
- GAAP Compliance
- Tax Filing and Reporting
- Cash Flow Monitoring
- Month-End Close
- Account Reconciliation
- Variance Analysis
- Quarterly Tax Filings
- Financial Statement Preparation

## Professional Experience

SENIOR FINANCE MANAGER | GREENBRIER FORK ENERGY PARTNERS, BUCKHANNON, WV

2023 – PRESENT

- Completed 18 federal and state tax filings on time across 4 quarterly cycles and 2 annual deadlines, avoiding $9,610 in potential late-filing penalties.
- Reduced monthly close cycle from 11 days to 7 days by restructuring the reconciliation sequence and automating accrual entries in Oracle Financials.
- Resolved 6 audit findings related to cash reserves and payroll classifications within 14 business days of auditor notification.
- Monitored daily cash positions averaging $2.39M and prepared weekly reserve-level summaries for the CFO to guide short-term borrowing decisions.
- Advised senior leadership on quarterly capital allocation, producing variance analyses in Microsoft Excel that covered 87 line items per report.

FINANCIAL ANALYST | TYGART VALLEY SUPPLY GROUP, ELKINS, WV

2021 – 2023

- Prepared and filed 11 quarterly tax documents, meeting every statutory deadline during the fiscal year.
- Shortened month-end close tasks by 2 days through standardized journal entry templates and pre-close checklists for 64 accounts.
- Tracked inflows and outflows across 3 operating accounts totaling $1.66M, flagging discrepancies within 24 hours for controller review.