

ADRIAN ALVARADO

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PROFESSIONAL PROFILE

Accomplished, emerging professional with MBA and BSBA backed by three years' experience in operations and finance. Well-versed in budgeting, financial analysis and training & development in both the non-profit and manufacturing sectors. Driven by a passion for applying strategy and financial acumen in the execution of strategic business solutions.

- Financial Analysis, Budgeting and Planning
- Knowledge of GAAP, AR and AP
- Advanced Excel (macro, V-lookup, pivot table)
- Business Strategy and Process Improvement
- Project Management
- Financial Reporting

EDUCATION

MBA , Fresno Pacific University, Fresno, CA Focused on Global Management, Finance, Business Strategy and Entrepreneurship	2018
BS Business Administration , Pepperdine University, Malibu, CA Focused on Quantitative Preparation, Accounting, Finance, Management and Service Leadership	2015
International Studies (Study Abroad) , Pepperdine University, Buenos Aires	2012 – 2013

PROFESSIONAL EXPERIENCE

Chief Financial Officer; Catholic Charities, Fresno, CA **Jun 2019 - Present**

Executive role responsible for all aspects of agency financial reporting, planning, grant compliance, and budgeting. Advisor to department directors and supervisors in financial plans and models. Supervisor to Accounting Specialists in completion of daily transactions and processing. Notable achievements:

- Completed allocations, payroll analysis and 2019-2020 fiscal budget
- Successfully reported and secured \$300,000 in grant money

Project Manager; Deerpoint Group, Madera, CA (TEMP) **Jun 2018 - Oct 2018**

Senior leadership role responsible for planning, budgeting, overseeing, documenting and executing all aspects of specific projects between \$10M-\$13M USD. Reported directly to the CEO on project status. Set goals, deadlines and budgets, and measured performance related to all chemical manufacturing projects. Coordinated with multiple department directors (R&D, finance, logistics, assembly, etc.) to ensure the success of every project. Notable achievements:

- 100% success rate of project deliverables
- Reduced overall spending of raw materials by 7% by consolidating and establishing new relationships with suppliers
- Improved the overall accuracy of project spending by co-creating business intelligence tools and forecasting models
- Led a team of six in implementing a new strategy for inventory and procurement in revamped ERP system

Community Youth Ministries, Reedley, CA **Jan 2016 - Oct 2017**

Director of Operations (May 2016 - Oct 2017)

Senior leadership role responsible for spearheading strategic operational programs, overseeing financial performance, and aiding in hiring and training of staff. Set goals, policies, internal controls and KPI's relating to daily operations and financial reporting. Notable achievements:

- Led the research for and contributed to the selection and integration of APLOS financials
- Expanded the RiverKids program of CYMs' by two school sites, eight staff and 100 students

Interim Accounting Manager (Jan 2016 - May 2016)

Finance role responsible for developing program-specific budgets as well as analyzing P&Ls, assets, liabilities and capital, and finalizing reports for CEO/BoD. Provided guidance on accounting matters, financial reporting and budgeting. Assisted in developing the FY 2016 budget and preparing grant contracts with CEO, successfully securing grants of up to \$1M USD.

CONSULTING EXPERIENCE

New Earth, Los Angeles, CA: Semester-long consulting assignment working with a non-profit providing mentor-based arts, education, and vocational programs to juvenile justice-involved youth. Delivered data-driven proposals to meet New Earth's service goals through stronger employee retention, employee motivation and team recruitment initiatives.