

Andrew Manks

BBus (Acc), CPA

PERSONAL DETAILS

Mobile: 0402.319.802

E :mail: amanks@purplelife.com.au

EDUCATION

Associate Diploma in Accounting, Swinburne - 1989

Bachelor of Business in Accounting and Commercial Law, Victoria University – 1994

CPA – 1998

Graduate Diploma in Financial Planning – RG146 - 2014

PERSONAL PROFILE

A Senior Finance Manager with exceptional experience in banking & finance and other service based industries. Professional CPA with the ability to deal in complex financial issues, a proactive take ownership attitude, superior analytical skills, and value adding capabilities to any organization.

PERSONAL ATTRIBUTES

- Excellent knowledge of accounting principals.
 - Manage competitive priorities.
 - Exceptional analytical skills.
 - Good communication skills, interpersonal and presentation skills.
 - Ability to perform under pressure and work to deadlines.
 - Ability to operate at all levels within an organisation.
 - Lead, coach and manage staff.
 - Proven ability to diplomatically drive change and achieve results.
 - Working in an environment with diverse cultures.
 - Advanced Excel spread sheeting.
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CAREER HIGHLIGHTS

I was the secretary for the PALCO committee (Pacific Asset and Liability Committee). A committee designed to review each countries capital requirements and interest rates.

I was part of the ANZ SOX (Sarbanes & Oxley) project and produced detailed process maps and documentation for all financial reporting functions within the Trade and Transaction services business.

Lived in London for 3 years working for various multi national companies such as Chase Bank, Deutsche Bank, BNP Paribas, NatWest Group and Cap Gemini.

Working as Finance Manager for ANZ Pacific gave me the opportunity to be part of a culturally diverse environment with individuals from various Pacific islands.

EXPERIENCE

Consultant

Purple Life Pty. Ltd.

September 2012 – current

Providing business management consulting services to business owners and providing in house accounting services.

Areas of expertise

Contracts/Temporary services (3 to 12mths):

- Financial controller
- Management accounting
- Interim CFO for SME's
- Asset accounting
- Regulatory reporting
- Budgeting and forecasts
- Strategic planning
- Financial Analysis
- Management reporting
- Bookkeeping services

Projects:

- Business health checks
- Improving Internal controls
- Business succession planning
- Finance process improvement
- Business start up advice
- Financial modeling
- Excel services (reports, graphs, dashboards, KPI's)
- Independent excel model audits
- Build integrated set of financials.

AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED (ANZ)

Finance Manager – Pacific

APEA Division (Asia Pacific Europe and America).

January 2008 – August 2012

- Managed the accurate and timely production of Pacific Business Units financial reporting on a Monthly, Quarterly, and half yearly and yearly basis.
- Investigated and resolved technical process issues, which impacted the financial results. Such as working with group risk to ensure potential impairment/unproductive loans in the Pacific were accurately provisioned for each country's balance sheet.
- Negotiated service transfer pricing agreements with overseas counterparties to achieve fair cost allocation, and SLA agreements for services provided by the offshore office.
- Ensured governance and compliance sign offs were appropriately completed (Balance sheet ownership sign off, Business Preparers Statement sign off, Group Tax management report sign offs).
- Worked with Group Tax, Group Finance and (business unit) Pacific governance to ensure compliance with accounting standards, APRA regulatory requirements, Pacific countries regulatory requirements, and financial governance (SOX) requirements.
- Managed and co-coordinated the quarterly balance sheet review process across Pacific countries.
- Managed, mentored, and trained team members in Melbourne, including Pacific Operation staff (centralized Pacific finance function in Fiji) to ensure accurate reporting, optimal country servicing, and implementation of best practice financial reporting processes.
- Complied with Tax Transfer Pricing compliance framework between Pacific countries and head office.
- Nominated secretary of PALCO (Pacific Asset and Liability Committee). Worked with senior executives (leadership team) across Markets, Treasury, Country CEO's, Regional CFO's and other senior stakeholders.
- Produced the monthly PALCO presentation pack.

Key achievements

Championed the implementation of ANZ's new financial operating framework in the Pacific business.

Developed and streamlined efficient reporting processes for ANZ Guam bank (subsidiary) financials.

AUSTRALIA AND NEW ZEALAND BANKING GROUP LIMITED (ANZ)

Trade & Transaction Services (TTS)

Institutional Division

Manager – Performance & Analysis

September 2004 - January 2008

- Prepared Monthly, Quarterly and Annual reporting (PSGL).
- Prepared the quarterly APRA return and reported to group finance.
- Provided end-to-end process reviews, and delivered process improvements, including documentation via process maps to evaluate risks and controls.
- Prepared the operating plans & forecasts, followed by uploading final numbers into Hyperion (Group reporting GL).
- Identified issues on a monthly basis, devised solutions, and emphasised corrective action.
- Ensured that key customers (MD, and Group Finance) were satisfied with quality and timeliness of management information through business partnering.
- Facilitated a high and professional standard for the finance team through instruction, coaching, mentoring and leadership.
- Provided and ensured that succession planning was in place via process documentation and training.
- Improved processes and analysis through the development of detailed financial system reports (fees and interest sourced from large data base systems "Info-view", which were critical to the management reporting and decision-making process (provided vital business statistics).

Key achievements

Streamlined and developed an APRA (Australian Prudential Regulation Authority) reporting model to correctly and accurately report quarterly (RWA) Risk Weighted Assets on a timely basis. This Effectively reduced reporting from 5 days to 2 days.

Developed product reporting to capture detailed fee analysis and assist in customer profitability. By matching the fees and interest margins for individual customers, the business was able to identify which customers provided negative returns through incorrect pricing.

SALESFORCE AUSTRALIA PTY LTD.

(SUBSIDIARY OF OMNICOM AND NOW OWNED BY SALMAT PTY LTD)

Senior Financial Analyst – Reporting to the Finance Director

January 2001 - September 2004

- Prepared, analyzed, and reported financial data for the Finance Director & General Manager of operations.
- Assisted project managers to understand the financial contribution their projects make to the organization (client profitability reporting).
- Improved accounting processes through the development of Excel modeling and software implementation.
- Managed, mentored and coached staff members in the finance department (Billings, Payroll, Accounts Payable, and Accounts receivable).
- Provided yearly CAPEX/OPEX budgets and forecasts.
- Analyzed proposed new capital expenditure and property leasing proposals
- Prepared and reviewed statutory returns e.g. FBT, Company tax returns, Payroll tax, BAS.
- Prepared pricing documentation for new projects.

Key achievements

Created a cost allocation model to easily identify; cost of worksites, client profitability at a contribution level, and other statistics for high-level management decisions. This was instrumental for the business to accurately price new business and used by Business development, business analysts and Project managers.

Implemented a new asset management software package called Hardcat. Given the various operating sites (premises) and the difficulty to accurately take stock of assets and their value, the new asset register made it easy to identify the location of equipment and accurately depreciate items in accordance with accounting/tax reporting.

ALLENS ARTHUR ROBINSON (LEGAL FIRM)**Management Accountant****July 1999 - January 2001**

- Responsible for the monthly, quarterly, and yearly management reporting processes, preparation of variance analysis, KPI's, adhoc reporting and Excel modeling, FBT and statutory accounts for the partnerships.
- Assisted in the preparation of the yearly budget and finalisation of the budget process.

Key achievement

Involved in implementing the GST, working closely with a Systems Analyst and other consultants.

MAY 1997 - JUL 1999

- Worked for Cap Gemini and various Investment banks in London.

SEP 1994 - MAY 1997

- Perpetual Trustees – Tax accountant

FEB 1989 - JAN 1991

- CSL Limited – Credit control Officer

ADDITIONAL TRAINING

Ongoing professional development required by CPA Australia.

SKILLS

Microsoft office – Excel (Advanced), Word, PowerPoint and Outlook

People Soft (GL)

Hyperion (HFM)

MYOB

Hardcat

REFEREES

Available on request