MATTHEW TINGLEY, CPA, CMA

Please reach out to me through my contact page on my website.

SENIOR BUSINESS ANALYST
Eager to support business through relevant and reliable information.

PROFESSIONAL PROFILE
- A Certified Professional Accountant, Certified Management Accountant with degrees in Business Administration and Computer Science.
- Trained in Lean Six Sigma Process Improvement Methodologies.
- A Financial professional with IT and government experience and a proven track record of analyzing data to make relevant, reliable and insightful commentary.
- An advanced user of Microsoft Office, database applications and other data mining/modeling tools.
- Proficient in several programming languages such as C#, VB, JavaScript, SQL
- Motivated achiever with demonstrated ability to recommend enhancements to business processes.
- Strong interpersonal, written, and verbal communicator who can deliver effective presentations, consult on technology projects, and maintain collaborative relationships.
- Exceptional problem-solver with keen ability to resolve technology issues, provide for system enhancements, analyze/define business processes for improvement, define, design, develop, and implement highly successful automated solutions.

AREAS OF EXPERTISE

- Business process enhancement recommendations
- Business process improvement
- Requirements analysis
- Variance Analysis
- Budget Preparation
- Data Analysis and Reporting
- User documentation

- Project management
- Business analysis and design
- Quality assurance
- Customer support
- New tool/technology evaluation to enhance functionality
- Workflow analysis/process reengineering

- User training
- Alternative solution, cost, and benefit identification/evaluation
- Multiple hardware platforms
- Relational database management systems
- Financial systems
- Business systems documentation
- Design specifications

PROFESSIONAL EXPERIENCE

Senior Finance Systems Analyst, *Ocean Capital Holdings Ltd*, Saint John, NB, August 2021 to Present
- Implement Oracle Enterprise Performance Management (EPM) consolidation and reporting applications.
- Maintain company and account hierarchies within EPM dimensions.
- Ensure data integrity within EPM cubes through rule development and data loads.
- Develop automated processes for data extraction, transformation and loads to EPM.
- Administered EPM consolidation and reporting to all Ocean Capital enitites.
- Develop and implemented user training for EPM consolidation and reporting.

Financial Analyst, *JDI Finance, J.D. Irving, Ltd*, Saint John, NB, December 2019 to August 2021
- Design and implement budget and forecasting models in TM1.
- Maintain company and account hierarchies within TM1 dimensions.
- Ensure data integrity within TM1 cubes through rule development and data loads.
- Develop automated processes for data extraction, transformation and loads to TM1.
- Administered TM1 and Planning Analytics Workspace for all JDI Companies.
- Develop and implemented user training for Planning Analytics Workspace and TM1.

Business Analyst, *JDI Finance, J.D. Irving, Ltd*, Saint John, NB, June 2013 to December 2019
- Design and implement a single reporting process for all JDI Companies.
- Lead a team of reporting specialists to transition JDI companies to the new JDI ERP system.
- Train company accountants to use and develop reports over the corporate Data Warehouse.
- Consult with senior management on the design of financial statements and reports.
- Assist in the optimization of the corporate Data Warehouse for reporting.

Internal Auditor and Consultant, *Government of New Brunswick,* Fredericton, NB, Oct 2006 to June 2013
- Develop and conduct multi-year expense analysis, including variance commentaries.
- Prepare expense analysis of Minister's travel for the Premier's Office on a quarterly basis.
- Prepare expense summaries of Minister and MLA salaries and expenses for the Public Accounts publication.
- Implemented the i-Expense travel claim system to 10 government departments.
- Designed, Developed and Implemented a Web application for posting Ministerial travel claims.
- Deliver effective and timely training to users.

Systems Analyst, Syncrude Canada, Ltd, Fort McMurray, AB, Jan 2006 to Aug 2006
- Designed, developed and implemented the Access Verification System
- Gathered critical requirements from key stakeholders.
- Prepared user documentation and provided customer support.

EDUCATION and TRAINING

Certified Professional Accountant/Certified Management Accountant Designation, *Fredericton, NB,* Jan 2009 to Sep 2011
- Completed the Entrance Examination in October 2009
- Accepted to the Strategic Leadership Program in Nov 2009
- Completed all six modules of the Strategic Leadership Program
- Successfully completed the Business Case Exam in May 2010.
- Awarded the Designation of Certified Management Accountant in September 2011
- Awarded the Designation of Certified Professional Accountant in September 2014.

Bachelor of Computer Science, *University of New Brunswick, Fredericton, NB,* Jan 2003 to May 2008
- Majored in Information Systems.
- Graduated First Class Honours.
- Dean's List 2005 to 2006.
- Recipient of the Snodgrass Scholarship.

Bachelor of Business Administration, *University of New Brunswick,* Fredericton, NB, Sep 1996 to May 1999
- Concentration in Accounting and Information Systems Management.

AWARDS/CERTIFICATIONS

2020	Received training in TM1 and Planning Analytics Workspace.
2019	Received training in Tableau and Alteryx.
2013	Received training in Cognos Report Studio and Query Studio.
2013	Received training in Lean Six Sigma Process Improvement Methodologies.
2012	Received training in Prince 2 Project Management Methodologies.
2011	Certified Member of the Society of Management Accountants of New Brunswick.
2006	Dean's List – Faculty of Computer Science.

VOLUNTEER WORK

2013 to 2013	Director, Fredericton Direct Charge Coop.
2011 to 2013	Volunteer member of the Member Relations Committee, Fredericton Direct Charge Coop.

TECHNOLOGIES USED

Productivity:	Advanced User of Microsoft Office (Excel, Word, PowerPoint, Outlook, Access)
Programming:	Visual C#.Net, Visual Basic.Net, JavaScript, PHP, Java, C, Python, NPM, React, Visual Studio Code, Visual Studio.Net, ASP.Net, VBA, HTML, CSS, SASS (stylesheet),
Reporting:	**Oracle EPM Narrative Reporting,** IBM Cognos Report Studio, Crystal Reports 10,
Database:	Oracle, Microsoft SQL Server, MySQL, MS-Access, MongoDB
Data Analytics:	Tableau, Tableau Prep Builder, Alteryx, Power BI