CARLOS A. PARRA

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PROFESSIONAL SUMMARY

Analytical and detail-oriented finance professional with experience in financial reporting, treasury, accounts payable, accounts receivable, and data analysis. Proven ability to facilitate month-end close processes and deliver accurate financial insights in fast-paced environments. Proficient in Excel, NetSuite, QuickBooks, and Restaurant365.

EDUCATION

IE BUSINESS SCHOOL — **Madrid, Spain**
Master's in Computer Science & Data Innovation — **Expected: July 2027**

FLORIDA INTERNATIONAL UNIVERSITY — **Miami, FL**
Bachelor of Business Administration in International Business — **December 2021**

- Certificate in International Trade and Investment.

PROFESSIONAL EXPERIENCE

Pura Vida Miami — **Miami, FL**
Transaction Specialist — **June 2025 - August 2026**

- Executed monthly bank reconciliations conducted financial analysis across different accounting systems to ensure timely vendor payment processing on a daily and weekly basis to maintain accurate cash flow records.
- Prepared preparation of monthly and quarterly financial reports, including Profit & Loss statements and AP Aging reports, contributing to data-driven decision-making while adhering to GAAP.
- Initiated wire transfers and ACH payments in banking portal as well as established ZBA accounts to streamline funding process.

Tentho | Miami — **Miami, FL**
Staff Accountant — **November 2023 - June 2025**

- Maintained and reconciled financial records, including journal entries, general ledger updates, and bank and credit card statements, ensuring accuracy across all accounting and different billing systems.
- Oversaw cash management activities by managing invoice processing and collections, ensuring accurate and timely accounts receivable operations to support effective cash flow management.
- Reconciled month-end and year-end closing processes by preparing and analyzing financial statements, contributing to accurate and compliant period-end reporting and business development.

Parsil Investment Group — **Miami, FL**
Financial Analyst — **August 2022 - November 2023**

- Managed bookkeeping and process management for company's finances (Banks, Credit Card, and Loan Account Reconciliation.
- Oversaw employee training to cover financials and other operations needed to complete renovations.
- Developed a system to process improvement of operative time by 20% across company.

Parsil Investment Group — **Miami, FL**
Administrative Clerk — **December 2020 - August 2022**

- Constructed and organized a filing system with record management, both physically and digitally.
- Oversaw transaction processing on all transactions for up to 12 properties simultaneously on a daily basis.
- Modeled, drafted, and edited professional emails, letters, and memos on behalf of executives.

SKILLS

Languages: Fluent in English and Spanish, both written and oral.
Softwares: ERP Systems (QuickBooks, Oracle NetSuite, Restaurant365), Coding (Python and Linux), Microsoft Office (Excel, Word, Powerpoint).