

CRISTIAN GUADAMUZ
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EDUCATION

Florida State University <i>Master of Science in Finance</i>	Tallahassee, Florida April 2019
Florida State University <i>Bachelor of Science in Finance</i>	Tallahassee, Florida April 2016

WORK EXPERIENCE

Financial Specialist, Florida Lottery	Tallahassee, Florida	January 2017-Present
<ul style="list-style-type: none">• Prepares daily cash analysis which entails a budget of an estimated \$3 billion, to ensure the Florida Lottery maintains solvency to make payouts to winners, vendors, retailers, the Internal Revenue Service, and the Department of Education• Maintains and submits the sales tax collected from the headquarters building subleases and utility expenses to the Department of Revenue• Monitors retail bank accounts and treasury accounts per incoming expenses while inputting transactions into both FLAIR and BLAST accounting systems• Researches retailer financial discrepancies and coordinates with district offices and supervisors to make recommendations for corrections and/or adjustments to district office procedures• Compiles statistical data from internal and external information sources to provide trend analysis and reports to assist in analyzing risk and audit criteria to ensure compliance with statutory requirements		
Teller, Centennial Bank	Tallahassee, Florida	August 2016-December 2016
<ul style="list-style-type: none">• Provided account services to customers by receiving deposits and loan payments; cashing checks; issuing savings withdrawals; recording night deposits and selling cashier's checks• Cross-sold bank products by answering inquiries; informing customers of new services and product promotions; ascertaining customers' needs and directing customers to a branch representative• Maintained customer confidence and protected bank operations by keeping information confidential		
Ambassador, Florida State University	Tallahassee, Florida	May 2015-August 2016
<ul style="list-style-type: none">• Facilitated the attendance records of students entering the tutoring facility• Mentored and guided 16 first generation college students throughout their first academic semester• Presented workshops on academic excellence and communal support		

SKILLS

- Fluent in Spanish, oral and written
- Proficient in Microsoft Word, Excel, PowerPoint, and Publisher, Outlook, FLAIR and BLAST

CAMPUS LEADERSHIP & HONORS

The Seminole Torchbearers Honor Society	March 2015-April 2016
<ul style="list-style-type: none">• Students with outstanding leadership initiative, academic achievement, and campus involvement are nominated by faculty and staff for membership	
The Garnet and Gold Key Leadership Honorary	March 2015-April 2016
<ul style="list-style-type: none">• Maintain a 3.0 cumulative GPA and hold two leadership positions on campus	
Hispanic/Latino Student Union, Agency Director	May 2014-May 2015
<ul style="list-style-type: none">• Responsible for the delegation of a \$45,000 budget to the Hispanic/Latino community in the form of cultural and educational programming.	