



Anabelle Runolfsson

13649 Turner Loop, New York, NY ♦ Phone: +1 (555) 739 1068

EXPERIENCE

05/2016 – present

CIB F&BM TREASURY CAPITAL CONTROLLER

Chicago, IL

- Partner with Capital Implementation team to establish the process of reporting new Basel III rules and policies
- Project Management and Technology background, a plus
- Proven people manager with a hands on leadership style
- Take ownership of external and internal reporting which includes detailed reconciliations, review, and presentations for senior management
- Own Ad hoc requests and analysis for various stakeholders including CIB Senior Management and Corporate business partners
- Take ownership of external and internal reporting to prepare for sign off. Includes detailed reconciliations, review, and presentations for senior management
- Coordinate projects and manage BAU technology processes in the CIB Capital Controller team. For example, Paragon, FDW, TRIDENT, and new strategic projects

06/2009 – 12/2015

TREASURY CAPITAL MARKETS CONTROLLER

Boston, MA

- Prepare weekly balance sheet reporting; provide ad hoc support for TCM reporting and analytics team for production related inquiry
- Partner with EMEA Corporate Treasury in ongoing optimization of liquidity and funding activities
- Adept at working in a fast-paced, high-energy level environment to meet deadline
- Provide ongoing TCM account maintenance and support
- Deliver on reporting objectives
- Coordinate preparation and submission of budgets and forecasts
- Daily reporting of the Treasury P&L for a wide variety of Treasury managed products. Reconciliation and review of Treasury Daily P&L, including commentary on the drivers

06/2004 – 03/2009

CAPITAL CONTROLLER

Houston, TX

- Work with Commercial and Finance Team to manage incremental earnings associated with Expansion projects
- Will act as a liaison between project managers/engineers and Sr. Management on all ongoing capital projects
- Expected to provide justification for any and all changes in project spend or shifts in timing
- Management of Expansion Projects and Models
- Management of weekly forecast related to capital spend (Sustaining, Expansion, Inclusion, Certain Items)
- Responsible for the development of a detailed Sustaining, Inclusion, and Expansion Capital Budget
- Management of AFE Process

EDUCATION

CARNEGIE MELLON UNIVERSITY

Bachelor's Degree in Finance

SKILLS

- Fastidious attention to detail
- Ability to improve current processes
- Strong teamwork and communication skills
- Ability to work under pressure and to strict deadlines
- Ability to handle multiple tasks simultaneously and efficiently
- Basic project management skills
- Attention to detail
- Actively listens and assimilates broad ranging information quickly
- Quick learner and thrives on challenges in a fluid working environment
- Results orientated without compromising control