

# Elton Vieira Lopes

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## Professional Summary

Finance and IT professional with 6+ years of experience in financial controlling, ERP systems, and business processes, and a recent Master's in Management Information Systems (STEM, 2025). Skilled in SQL, Python, Power BI, and Microsoft 365, with academic projects in database design, ERP process integration, and data analysis. Open to opportunities in Data Analytics, Business Analysis, ERP, and IT Support.

## Core Skills

- Data & Analytics: SQL, Python (Pandas, NumPy, Matplotlib), Power BI, Data Visualization
- Databases: MySQL, MongoDB, Data Modeling
- Business & ERP Systems: SAP, ERP Workflows, Financial Reporting, Process Optimization
- Tools: Microsoft 365 (Excel VBA, Macros)
- Languages: Portuguese (Native), English (Advanced), Spanish (Advanced)

## Professional Experience

### Studio Operations | Audiovisual Production (Contractor)

General Conference (GC), Hope Channel International (HCI), North American Division (NAD) | Silver Spring, MD | 2019 – Present

- Supported studio operations and audiovisual production for multiple departments under contract.
- Operated cameras and jib for live broadcasts, conferences, and recorded programs.
- Handled equipment setup, maintenance, set construction, lighting, and teleprompter operation.
- Performed backup and transfer of media files, supporting editing teams with organized and timely delivery.
- Collaborated with producers and technical staff to improve workflow efficiency and production quality.

### Financial Analyst

Carlisle Fluid Technologies – São Paulo, Brazil | 2012 – 2018

- Managed accounts payable/receivable, reconciliations, cash flow reporting, and monthly closings.
- Supported ERP workflows and internal reporting between Brazil and U.S. teams.
- Improved reconciliation accuracy and streamlined financial processes.

### Finance Trainee

Devilbiss Equipamentos para Pintura – São Paulo, Brazil | 2010 – 2012

- Supported accounts payable/receivable and cash flow activities.
- Assisted with foreign currency invoices, forecasting, and FX operations.
- Provided data and reporting support to leadership.

## **Education**

Master of Science, Management Information Systems (STEM)

Washington University of Virginia – Fairfax, VA — May 2025

Bachelor of Science, Accounting Sciences

Centro Universitário Adventista de São Paulo (UNASP) – São Paulo, Brazil — 2012