**Elder De La Cruz**

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**PROFILE**

Experienced finance professional with 20 years in the field and recent certification from Bioversity’s Biotech Career Foundations Program at UMass Lowell. Skilled in process improvement, systems navigation, and cross-functional operations. Now, I am focused on applying analytical and operational strengths to lab operations in a hands-on role within the life sciences industry.

**TECHNICAL TRAINING**

* Trained in hazardous chemical identification and classification
* Familiarity with inventory management, pipetting, and gas cylinder safety
* Completed Biosafety, Bloodborne Pathogen, and Chemical Hygiene trainings
* Proficient with ERP systems including SAP, Oracle, JD Edwards, and QuickBooks
* Advanced expertise in Microsoft Excel; skilled in Word, Outlook, Access, and PowerPoint

**TRANSFERRABLE SKILLS**

* Attention to detail
* Team player
* Problem solver
* Active listening
* Multi-tasking
* Effective Communicator
* Flexible & Adaptable
* Time Management
* Fluent in Spanish

**SELECTED ACHIEVEMENTS**

* Delivered timely and compliant financial reports by supporting site leaders with accurate financial statement analysis (BS, P&L) and GL reconciliations across multiple functions
* Recovered over $500K in aged accounts receivable by partnering with delinquent clients to review and reconcile outstanding invoices, significantly improving cash flow
* Collaborated with cross-functional teams to optimize billing workflows, improving accuracy by 20%
* Led deep cleaning and maintenance of a 100,000 sq. ft. facility during early COVID-19, ensuring strict health protocol compliance and elevated cleanliness standards

**EDUCATION**

**Bioversity | Biotech Career Foundations** JUN 2025

Certificate of Completion

**Framingham State University | Business Administration** MAY 2003

Bachelor of Science

**EXPERIENCE**

**Panametrics LLC | Billerica MA**

*Assistant Controller* AUG 2020 – JAN 2025

* Identified and implemented process improvements to strengthen financial controls and operational efficiency
* Provided controllership support to finance leaders and operational teams. Updated the team with financial/process policy changes and addressed/reconciled key balances related to the balance sheet

*Operations Analyst* MAY 2017- AUG 2020

* Collaborated with off-site support teams to resolve AR, AP, and collections issues
* Prepared/reviewed journal entries, reconciled GL accounts, and ran relevant reports essential for timely monthly/quarterly closings

*AR/Billing Manager*  JUL 2014 – MAY 2017

* Managed the full AR and billing processes, ensuring timely invoicing and accurate financial reporting
* Resolved billing disputes and worked closely with the collection teams on high-risk past dues