**Becky Byler**

***1605 Tanglewood \* Jonesboro, AR 72401 \* 407-462-9374 \* beckylbyler@gmail.com***

***Professional Summary***

Twelve years of progressive work history within Fortune 500 companies. Detailed, goal oriented, and self motivated professional excelling in organizational, communication and business skills.

***Professional Experience***

**Licensed Medical Aesthetician June 2009 – July 2011**

***Dermatology Associates of Tyler*** *Tyler, Texas*

* Skin care procedures, consults, product sales and charting
* Assistant to 8 Dermatologist
* Relocated back to NEA Arkansas

**Licensed Aesthetician Dec 2008 – June 2009**

***Rose Spa at The Cascades*** *Tyler, Texas*

* Skin care procedures, consults, product sales and charting
* Independent contractor
* Better opportunity at Dermatology Assoc.

**Esthetic Student April 2008 – Oct 2008**

***Starr College of Esthetic*** *Tyler, Texas*

* Esthetic Licensing: 750 hours, honor graduate

**Financial Analyst (Temp) Feb 2007 –May 2007**

**Nestle Waters/Express Temp Services** *Hawkins, Texas*

* Prepared cost and performance analysis reports
* Set up new procedures and systems for collection and office staff
* Inventory Fixed Asset Lead
* Assistant to Regional Financial Controller

**Accounts Payable/Accounts Receivable Sept 2005 – Aug 2006**

***Flake & Kelley Commercial Real Estate Inc.*** *Little Rock, Arkansas*

* Complied and analyzed financial data
* Journal entries, checks, bank reconciling, deposits and posting
* Prepared and processed tax forms In accordance to tax laws and deadlines
* Assistant to CPA’s and Chief Financial Officer
* Relocated to Tyler, Texas due to engagement

**Financial Analyst/Accounting Specialist Oct 1998 – Aug 2005**

***Frito-Lay Inc.*** *Arkansas/Florida*

* Estimated and budgeted risk management, Interpretation, projected information,

trending and forecasting

* Performed pricing structure developments, derived quantities and cost allowances
* Assisted in preparing yearly budgets
* Assisted and backfilled Accounts Payable and Payroll department
* Selected to oversee and represent DOT audit. Significantly exceeded all objectives
* Provided LAN support for multiple management systems
* Facilitated and lead Business Planning Process team, resulting in an annual saving of 20%
* Developed and managed Awards and Recognition program for all site teams, resulting in improved production and morale.
* Assistant to Director of Finance
* I started my career with Frito-Lay in Jonesboro, AR and then was promoted to the Florida Region. After my 6 years I relocated back to Arkansas to be closer to family

**Education**

* Highland High School, Highland AR.
* Arkansas State University, Jonesboro AR.
* Starr College, Tyler, Texas
* Extensive systems training on various software programs and computer systems

**Computer Skills**

MAC Apple, Microsoft Excel, Word, Power Point, Access, Outlook, Oracle Financial, Yardi, Kronos,

MP2, SAP, Lotus 1-2-3, Freelance Graphics

**References upon request**