

Omar F. Vivas S.

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DEGREE IN FINANCE AND BANKING WITH SPECIALIZATION IN SAP

Regulatory compliance | Delivery times | Use of specialized tools

Graduate in Finance and Banking Degree, I'm distinguish by being committed to the projects that I'm involved in, both as a supporter and as a leader, I prioritize quality and compliance with the goals set. Besides having knowledge and practice in my career, I have been acquiring skills and experience in the technological, administrative and banking areas. Allowing me to use accounting software such as SAP (Finance module) and Onbase, as well as the Office package (Word, Excel, PowerPoint); also editing software like OBS Studio and Davinci Resolve. Complementing it with conversational and writing English.

WORK EXPERIENCE

BANCO DELTA S.A. – Panamá

09/2022 – 01/2023

INTERN IN THE PRODUCT AND BUSINESS SUPPORT DEPARTMENT

- I carried out projects related to compliance with **banking regulations**, highlighting verifying requirements of the Superintendency of Banks of Panama, which was completed successfully and meeting the requested objectives within the established period.
- Review **credit restructuring** with the executive sales team, verifying amounts, data, dates, signatures, etc. highlighting incomplete or erroneous data in time for proper correction.
- Manage **inactive accounts** of the different branches of the bank, verifying that they complied with the requested standards, managing communication with the entire team involved and resolving any problems that arose.
- I provided **customer service** by providing account statements, account numbers, amount of bills to be paid and others, efficiently using the specialized software managed by the institution.

INSTITUTO SUPERIOR DE CIENCIA Y TECNOLOGÍA – Panamá

09/2021 – 03/2025

WEB PLATFORM ADMINISTRATOR

- Creation, organization, implementation and launch to the public of the Chamilo **LMS platform**, with its release in 2022, being successful and adapting to future implementations that have been developed, the metrics used have allowed the use to be pleasant and useful for the party administrative of the institution and for its users. The project allows its successful replication due to the bases of its implementation.
- Support in adjusting and modifying aspects of the VE on the platform.
- Development of **administrative projects** related to procedures with the client and compliance with regulations, using technological equipment and software to optimize the workload.
- **Creation of explainer videos** to optimize and improve quality for platform users using audio and screen capture software, along with **editing software**. (Davinci Resolve and OBS Studio)

PROFESSIONAL SERVICES– Panamá
FINANCIAL CONSULTANT

11/2023 – 03/2024

- Creation of an executive document analyzing the viability of establishing the operations center of the company that requested the services in Panama. A meeting was held with the company's interested part to understand their motivations and needs, and then proceed and create a document explaining in the first instance the tax aspects in Panama and how these adapt to the interested part industry.

EDUCATION

Universidad de Panamá – Ciudad de Panamá, Panamá
Finance and Banking Degree, Honor Roll Sigma Lambda – 2023

CVOSOFT – Ciudad de Panamá, Panamá
Functional Consultant in **SAP Finance module** initial level – 2023
Functional Consultant in **SAP Finance module** advanced level– 2024

SKILLS

Conversational and writing English
Native Spanish
SAP FI- Advanced Functional consultant level
Use of **Peach Tree** accounting software
Management of **Onbase Software** and **banking Core** (Microsoft)
Microsoft Excel Advanced Management
Management of Microsoft Word and Power Point
Management of **Plataformas LMS** particularly Chamilo
Management of OBS Studio and Davinci Resolve **Video Software**

APTITUDES

- Investigation
- Troubleshooting
- Kindness
- Following instructions
- Proactivity
- Good communication
- Active listening