



## Biography

### Christina Cleare

#### Administrative Assistant

Christina has over nine years of expertise in Accounting, Auditing and Administrative Management in Corporate Operations with an extensive background in Finance.

She previously served as a Tax Analyst in The Bahamas Government in Regulatory Sensitive Compliance Departments carrying out the role of a Field Auditor, and HR Administration. Christina has been responsible for conducting on-site audits to ensure compliance with accurate reporting, examining financial records, and POS systems to identify discrepancies, mitigate risk and assess unreported turnover. Parallel to this, her responsibilities in HR Administration encompass a broad range of support functions within the Human Resources domain. Earlier in her career she was the Internal Auditor of a Franchise Division in a Top Retail Bahamian Company for seven years. This included reviewing sales reports, inventory controls, cash handling procedures, and accurate auditing of daily paperwork. She has been a direct support for the company's Group Controller to deliver accurate financial reports, as well as being responsible for refining audit frameworks.

Christina is a certified bookkeeper and holds a Bachelor of Arts from Napier University in Edinburgh, Scotland.