

NAME, CPA

Address

Phone • E-Mail

FINANCE DIRECTOR & CONTROLLER

Successful senior financial manager and Certified Public Accountant with 20-year professional background leading all aspects of accounting, budgeting, forecasting, and financial analysis / reporting across numerous industries. Demonstrated expertise leading cross-functional finance teams and interdepartmental projects to implement financial information systems and automate manual processes for enhanced efficiency. Versed in audits, regulatory compliance, and large contract management.

Areas of Strength

Finance Management • Financial Analysis • Process Improvement • Policy Development
Budgets & Forecasts • Expense Controls & Reduction • Strategic Business Planning
Change Management • Credit • Billing & Collections • Sarbanes-Oxley (SOX) Compliance
Staff Training & Management • Cash Management • Accounts Payable & Receivable

PROFESSIONAL EXPERIENCE

CONFIDENTIAL, Jacksonville, FL • 2001 to Present

International steel and metal product manufacturer and distributor with over 12,000 employees.

Area Controller

Oversee finances, accounting, reporting, billing, credit, collections, contracts, cash management, budgeting, forecasting, payroll, A/P, A/R, and human resources for 3 plants totaling \$70 million in sales. Lead onsite and remote team, including credit manager, HR manager, staff / project accountants, credit clerks, and accounting clerks. Devise cost controls and annual business plan with regional executives and department heads. Analyze financial results for reporting to management and regional accounting team. Ensure Sarbanes-Oxley 404 compliance for business operations and accounting functions. Manage change during company transitions.

Financial & Operational Highlights:

- Saved \$170,000 per year in labor costs and reduced staff requirements by 3 while enhancing reporting accuracy with accounting centralization, internal controls, and process improvements.
- Instrumental role on implementation team rolling out SAP information system company-wide.
- Selected for training team to educate plant employees on integrated purchase order system.

COMPUTER SCIENCES CORP., Columbia, SC • 1999 to 2001

Global IT and professional services company with over 89,000 personnel.

Finance Manager

Managed financial analysts meeting property and casualty outsourcing business unit financial requirements for P&L, budgets, forecasts, and expense / variance analysis. Coordinated accounts receivable, expense controls, and new contract pricing with executives and project managers.

Financial & Operational Highlights:

- Improved revenue recognition and reporting by facilitating deployment of Oracle project management system and training end users on system functions.
- Delivered percentage-of-completion accounting on existing long-term contracts.

TOURVILLE, SIMPSON & HENDERSON, CPAs, Columbia, SC • 1996 to 1999

Public accounting firm specializing in audit, tax, and internal control services for community banks.

Staff Accountant

Completed audits, compilations, financial statement preparation, SEC filings, and other client engagements for banks and nonprofit entities. Provided internal audits and prepared tax returns.

Financial & Operational Highlights:

- Established successful Bank Secrecy Act regulatory compliance procedures, enabling additional service offerings for clientele.

FLORIDA DIVISION OF TREASURY, Tallahassee, FL • 1991 to 1996

Financial services department for Florida's state government.

Financial Administrator

Managed financial operations of accounting, auditing, receipting, and warrant paying sections. Developed and administered finance policies / processes and annual budget. Implemented cross-department information systems and monitored fund expenditures. Produced requests for proposals (RFPs) and invitations to bid for contracts.

Financial & Operational Highlights:

- Cut outsourcing fees over \$36,000 per year with in-house investment accounting system.
- Increased efficiency and accuracy by automating and consolidating manual receipt functions.

Early Career (details on request):

- Financial Specialist, Florida Department of Banking and Finance
- Branch Administrator, Peoples Bank of Lakeland

FORMAL EDUCATION

Master of Business Administration

Florida State University – Tallahassee, Florida

Bachelor of Science, Accounting

University of South Florida – Tampa, Florida

Bachelor of Science, Sociology & Business

Florida Southern College – Lakeland, Florida

CERTIFICATION

Certified Public Accountant (CPA), State of Florida

COMPUTER SKILLS

SAP, Oracle (Project Management, Accounts Payable, Accounts Receivable), Microsoft Office (Word, Excel, Access, Outlook), Lotus 1-2-3