

ENGINEERING SUPERVISOR

Summary

Entrepreneurial, analytical, and detailed oriented manager who, for over 5 years, both directed, and had hands on experience in, all aspects of accounting functions of a small engineering company. A natural disposition for problem solving and attention to detail that has led to a successful 23 year engineering and accounting career. A proven ability to accept and succeed with new challenges and responsibilities. Currently seeking the next career challenge of continuing the path of accounting management in a small to medium-sized company that needs an involved professional with demonstrated leadership experience.

Highlights

- CPA candidate (passed in 2013)
- Experienced manager
- Analytical reasoning
- Government contracting experience
- Full-cycle accounting
- Familiar with multiple accounting packages
- Comfortable working with teams of management and line employees

Accomplishments

Built accounting functions, policies, and systems from the ground up of a spin-off/startup firm.

Managed accounting and engineering functions of a small, company from inception to sale.

Passed CPA exam in the state of Maryland.

Experience

Engineering Supervisor

August 2011 to Current Company Name i¼ City , State

- Assisted Weatherford accounting team with financial integration and wind down of Aither Engineering, Inc.
- Supervising company location buyer and troubleshooting issues regarding POs, receiving reports, vendor invoices, and payment vouchers within J.D. Edwards enterprise resource planning (ERP) environment.
- Managing a team of 4 direct reporting engineers and other indirect engineering staff across multiple, simultaneous projects and sites.
- Serving as a Project Engineer for Tier I (VP level exposure) multi-year product development project involving engineers from 3 company facilities.
- Providing both technical and professional oversight and mentoring to less experienced engineers including annual performance and merit reviews.

Vice President

July 2006 to August 2011 Company Name i¼ City , State

- Built accounting system using Quickbooks Pro for small engineering spin-off from the ground up, passing two DCAA financial system audits.
- Supervised staff of 7 engineers plus 1 bookkeeper.
- Developed accounting policies and procedures for AP processing, AR collections, asset acquisition and disposal, allowed costs, and indirect cost pools.
- Participated in and oversaw all components of the accounting cycle including preparing journal entries, bank reconciliations, and financial statements.
- Interfaced with and prepared data for both DCAA and investor led auditors.
- Managed all federal and state tax filings as well as regulatory and DCAA filings such as annual Incurred Cost Submissions.
- Reviewed company billings for both commercial and government customers.
- Submitted government vouchers through Wide Area Work Flow system.
- Prepared annual operating budgets and proposal budgets and monitored budgets for variances.
- Maintained cash flow projections for company President and was responsible for Treasury functions.
- Responsible for company HR functions except for company retirement plan.
- Contributed to engineering projects and programs involving fiber optic based sensors, semi-active dampers, on blade rotorcraft control, and other technologies.

Assistant Program Manager

July 1995 to July 2006 Company Name i¼ City , State

- Resuscitated, validated, and took ownership of a critical, company-constructed simulation tool needed in short order for customer driven analysis.
- Provided US Navy ballistic missile submarine force level weapon system performance analyses incorporating proposed weapon system programmatic changes.
- Developed ballistic missile warhead reentry simulation tool which allowed company to gain new work with key customer.
- Wrote technical business proposals and provided engineering assistance on Small Businesses Innovative Research projects, helping grow projects into a self-sustaining business group within the company.
- Held top secret clearance.

Project Engineer

January 1992 to July 1995 Company Name i¼ City , State

- Responsibilities grew from co-op student to lead project engineer for a small engineering company focused on developing sensing and actuator technologies for Defense and commercial applications.
- Represented company on a multi-company technical team working on a two year Defense Advanced Research Projects Agency (DARPA) competitive contract.
- Contributed to various engineering projects including acoustic sensors, acoustic noise cancellation, vibration control, modeling and simulation of pneumatic systems, 6-degree of freedom (DOF) missile simulations, missile control systems, and medical sensors.
- Held secret clearance.

Education

Master of Science : Accounting and Finance , 2012 University of Maryland, University College i¼ City , State

M. Eng : Aerospace Engineering , 2001 University of Maryland i¼ City , State

Bachelor of Science : Aerospace Engineering University of Maryland i¼ City , State

Affiliations

American Institute of Certified Public Accountants (AICPA)

Skills

Proactive, self-motivated, team player well versed in AP, AR, bank reconciliations, billings, budgets, cash flow projections, government contracting, and financial statements. Experienced with many accounting, technical, and office applications including Quickbooks (expert), Peachtree (proficient), JDE (proficient), Great Plains (trained), LabView, Matlab, Access, Excel, Word.