

## FINANCE MANAGER FINANCE MANAGER

### Executive Profile

Financial Manager focused on fostering trust and cultivating partnerships based on accountability and transparency. Analytical CPA skilled in financial and managerial accounting practices and procedures.

### Skill Highlights

- Public and private accounting
- Income statement certified audits
- Knowledge of GAAP guidelines
- Contract negotiation
- Forward-thinking mindset
- Strong initiative
- Resourcefulness

### Core Accomplishments

Formally recognized for excellence achieved in financial analysis, budgeting, and forecasting. Reduced office expenses by finding smarter solutions for vendors, suppliers, and services.

### Professional Experience

January 2012 to January 2012

Finance Manager Finance Manager

- OPG Group OhioHealth is a nationally recognized healthcare system of 21,000 associates, physicians and volunteers, 17 hospitals, 20 health and surgery centers, home-health providers, medical equipment and health service suppliers throughout a 41 county area.
- Facilitated monthly financial reporting and prepared monthly GAAP financial statements for two physician enterprises.
- Led the modeling, planning and execution of all financial processes.
- Analyzed complex regulation and policy documents that directly impacted budgetary and financial matters.
- Created detailed financial models and analytical tools to facilitate variance analysis.
- Collaborated extensively with auditors during preliminary and year-end audit processes.
- Prepared Form 990 IRS return and Ohio State unclaimed funds reporting.
- Developed and implemented efficient accounting, financial and operational systems for OhioHealth Marion Area Physicians LLC and Healthworks LLC physician enterprises.
- Process improvement and re-engineering of accounting procedures for net patient revenue accruals derived from EPIC electronic health records system; the physician practices business segments' implemented the first go-live system wide.
- Committee Chair for the Business Development and Acquisitions and the Training Policies and procedures Committees.
- Develop and implement the OhioHealth Physician Group's virtual electronic On-Boarding Training Tool.

January 2003 to January 2004

State Supervising Auditor

- PWC is a multinational professional service firm with offices in 776 cities and employs over 180,000 people. Delivered quality service to top tier clients within the PWC Assurance and Business Advisory Services (ABAS) practice; this included supervising annual and financial risk assessment, planning, and analytical procedures. Assignments included large, high profile companies including the following: higher education (Columbia University), charities, foundations, social services organizations, with asset value ranging from \$4,000,000,000 to \$15,000,000,000. Key responsibilities included a development of risk assessments and audit plans, supervised engagements and staff of 3-5 direct reports. Fostered relationships with clients January 1999 to Loeb & Troper. January 2003 New York Supervising Senior Auditor. Loeb & Troper is a top 20 regional firm that specializes in audit, tax and consulting needs of healthcare, not-for-profit and special needs organizations.
- Prepare consolidated financial statements and corresponding footnotes for Nonprofit Healthcare industries. Supervised preparation of financial statement for: GAS (yellow-book), pension, OMB Circular A-133 compliance, and cost report, client size range from small (\$1,000,000) to large (\$4,000,000,000) social services and health care organizations. Cultivated management skills, including the ability to work with executive leadership team, developed staff (2-4 direct reports per project) managed (8-10) annual engagements from budgets to billing, to completion, nurture client/firm relationships. Develop audit findings and recommendations regarding, internal control, and compliance regulations. Researched state and local IRS-related issues and accounting FASB, not-for-profit and health care industry reporting, and disclose requirements. Converted audit work papers into electronic worksheets which lead to firm-wide use with 30% reduction in audit documentation. Participate in the campus recruitment program; interviewed candidates for entry-level positions.

Company Name City, State Internal Auditor

- Planned and executed operational audits of various business units using risk-based audit methodology.
- Assist with the system development education and roll out Business Associate Agreement Policy. Develop recommendations for improvement and present reports to management; perform follow-up review on the status of implementation of recommendations: maintain working relationships with all levels of management across the organization. Tested the design and effectiveness of internal controls by completing walk-throughs of complex business processes. Analyzed patient revenue and account receivable procedures; including AR reserve modeling process and the calculation of net patient revenue. Recruited, retained and developed staff.
- January 2006 to New 42nd Street Inc. January 2012.

### Financial Controller

- The New 42nd Street, Inc.
- is the organization created by the city and the State of New York that oversees the redevelopment of seven historic theaters on 42nd Street

with an annual operating budget of 13,000,000.

- The organization operates two of the seven theaters itself; The Victory Theater and Duke on 42nd Street Facilitated financial reporting and stewardship over this entertainment/real- estate organization's assets (\$50,000,000) Managed accounting operations, accounting close, account reporting and reconciliations.Prepared organization's GAAP financial statements and Prepared financial and regulatory reports required by GAAP, laws, regulations or boards of directors Managed yearly financial audit process and relations with external auditor and served as backup for VP of Finance with human resources and benefits administration Managed a staff of three management, weekly deposits, payroll, AR, AP, inventory, credit card reconciliation, bank reconciliations, other balance sheet reconciliations, budget support, quarter end close process, and IRS compliance.Planned, organized and directed the day-to-day finance department and quarterly and annual reporting process for government grants, and city contract compliance reporting.Enforced internal controls over general ledger processing and IRS compliance, and advanced comprehensive written accounting procedures.Directly supervised finance staff of three direct reports including selection, training, and coaching, responsible for performance evaluation, promotions, and disciplinary actions.Mentored and coached finance apprentices as a part of organization-wide apprentices program.
- Worked with management to document and offset unexpected expense and varified and identified opportunities to enhance interdepartmental communication Served as project manager for the accounting system (Financial Edge) conversion, and streamlined the quarter closing process- to improve efficiency and effectiveness for all financial reporting requirements.Designed and worked with IT to develop general ledger interface with the general ledger (Financial Edge) during the company-wide system conversion and implementation of the Tessitura Enterprise ticketing (patron information system.Served as project manager for payroll integration resulting in increased accuracy and accountability within the processing workflow.
- As a result, processing time decreased by 50%.
- January 2004 to Columbia University January 2006 New York Internal Auditor Columbia University is a private Ivy League research university with (\$13,000,000,000) in assets and over 31,922 employees.
- Evaluated and contributed to the plan for improved risk management, control, and governance processes within Columbia University.Performed complex operational and financial audits to ensure compliance with legal requirements and consistency with strategic plans Specialized in NCAA and Ivy League compliance audit, and fraud investigations: coordinated with Public Safety, General Counsel, and Human Resources.Assisted management with establishing standard operating procedures, as well as setting up adequate governance processes that effectively preserve values, set goals, monitor activity and performance, and define measures of accountability.Coordinated audit projects with external auditors, PricewaterhouseCoopers.Lead meetings with key finance executives and audit team

#### Education

Keller Graduate School of Management Business Administration MBABusiness Administration Queens College, City University of New York Accounting B.A Accounting

Certified Public Accountant (New York) License Chartered Global Management Accountant American Institute of Certified Public Accountant 1 Skills

accounting, Accountant, accounting system, accruals, Acquisitions, go-live, AP, AR, backup, balance sheet, bank reconciliations, benefits administration, billing, book, budgeting, budgets, budget, Business Development, business processes, cash management, closing, coaching, compliance audits, compliance audit, compliance reporting, consulting, conversion, Certified Public Accountant 1, Certified Public Accountant, credit, client, clients, documentation, Edge, electronic health records, external auditor, Finance, Financial, financial analysis, financial audits, financial audit, financial reporting, financial reporting requirements, Financial Statements, preparation of financial statement, funds, general ledger, government, grants, health care industry, home-health, HRIS, Human Resources, Internal Auditor, inventory, leadership, legal, Director, management skills, meetings, Excel, office, Microsoft Word, Modeling, Enterprise, payroll, payroll processing, Policies, presenting, processes, Process improvement, profit, Public Safety, quality, real-estate, recruitment, re-engineering, reporting, research, risk assessment, risk management, social services, strategic plans, Supervising, surgery, tax, variance analysis, workflow, written, year-end