



- budgets, forecasts, analyzed data, prepared special reports, prepared payroll and income tax returns, negotiated with lenders and government agencies, and participated in strategic decisions. Supervised one staff accountant.
3. Senior accounting manager for MYMIC, LLC (Portsmouth, VA) from 10/08 to 05/10. Responsible for all finance, accounting, and Human Resources functions for a government contractor with over 70 employees. Implemented a new payroll system that conformed to Government regulations, promoting efficiency and cost savings. Supervised two staff accountants.
  4. Accounting manager for Avalon Bay Communities, Inc. (Virginia Beach, VA) from 08/07 to 10/08. Managed and trained a team of six staff accountants responsible for preparing GAAP financial statements for 35 residential communities. Managed the fixed asset system for all 177 residential communities and five corporate offices.
  5. Senior accountant for Christian Broadcasting Network (Virginia Beach, VA) from 06/06 to 07/07. Responsible for the general ledger for the parent corporation and 13 subsidiaries. Prepared monthly GAAP financial statements, reconciled accounts, analyzed budgets, and assisted with internal and external audits for large non-profit organization.
  6. Staff accountant for Stewart & Company, Inc. (Virginia Beach, VA) from 07/05 to 06/06. Provided bookkeeping and prepared corporate, partnership, and individual tax returns for small CPA firm.
  7. Accounting clerk for Hanjin Company (Chesapeake, VA) from 02/04 to 07/05. Responsible for payables and reconciling accounts for a global container shipping company.
  8. Accounts payable clerk for Ocean Marine, LLC (Portsmouth, VA) from 07/02 to 02/04. Responsible for accounts payable and payroll processing for 50 employees at a marina and yacht repair facility.

#### PART-TIME PROFESSIONAL EXPERIENCE

1. Certified Public Accountant (Colorado Springs, CO) from 02/21 to present.
2. Senior accountant for Tostrud & Temp (La Crosse, WI) from 10/19 to 07/20. Audited non-profit organizations, prepared compilations, and prepared corporate, partnership, and individual tax returns for small CPA firm.
3. Staff accountant for Engleson & Associates (La Crosse, WI) from 02/19 to 04/19. Prepared corporate, partnership, and individual tax returns for small CPA firm.
4. Accounting manager for Laser & Plasma (Hampton, VA) from 01/12 to 06/14. Responsible for all finance and accounting functions for small government contractor. Assumed the position after the previous accountant was convicted of fraud. Designed a new accounting system that was audited and approved by the DCAA and also passed two subsequent audits successfully.

#### MILITARY SERVICE

1. Lieutenant, United States Navy from 05/89 to 02/96.
2. Served with distinction on two warships in the US Pacific Fleet. Awarded two Naval Achievement Medals.
3. Developed and taught advanced tactical courses at the Navy's premier school for Anti-Submarine Warfare.
4. Awarded a medal by the Secretary of Defense for distinguished service in a United Nations Peacekeeping Mission.

#### EDUCATION & PROFESSIONAL CERTIFICATIONS

1. Master of Science in Accounting, Old Dominion University Norfolk, VA, 2009.
2. Other graduate-level studies at various universities: Economics (15 credits) and Business Administration (18 credits).
3. Bachelor of Science in Political Science—International Relations, University of Wisconsin-Madison, 1989.
4. Certified Public Accountant in Virginia (2006) & Colorado (2021) / Certified Internal Auditor since 2014.

#### CONTACT INFORMATION

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