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EXECUTIVE SUMMARY

Financial leader with over 30 years of progressive business leadership experience for organizations and clients across diverse industries, including non-profit, technology, food & beverage, professional services, manufacturing, transportation, financial services, consumer packaged goods (CPG) and legal services. Strategic leader who has produced significant results through the development of financial and operational strategy. Strong tactical leader with a broad foundation of experience overseeing nearly every functional area of the business, including financial analysis and reporting, forecasting, accounting, budgeting, cash flow, tax, insurance, audit, banking, accounts receivable and accounts payable. Experienced business partner who has leveraged her strong and broad business acumen in finance, operations, sales, technology, and human resources, to create long-term value for organizations.

- Financial Analysis/Reporting
- Expense Management
- Revenue Management
- Cash Flow Management
- Leadership
- Strategic Planning
- Risk Management
- Process Improvement
- Human Resources
- Payroll/Benefits
- Operations
- Contract Management

Career Highlights

Leadership

- Established and developed financial and human resources strategy, processes, and procedures for both developing and established businesses, including leveraging broad business acumen in Finance, HR, Operations, and Technology to help establish an operational foundation for company growth and success.
- Selected, managed, and developed teams of up to 15 professionals.

Financial Management Expertise

- Gained broad, practical experience through 30 years of developing financial and accounting functions for companies and clients. Established and/or improved financial reporting processes, forecasting models, budgeting processes, accounts receivable and payable systems, tax reporting procedures, and banking relationships.
- Performed financial analysis that led to significant business improvements, including reduced expenses, improved profit margins, increased revenue, increased value, and reduced risk. Successes include conducting extensive expense analysis studies, identifying and implementing company and production cost reduction initiatives, and establishing ongoing expense models for new product development.

Human Resources/Payroll/Benefits

- Established and developed HR functions for workforces of up to 280 employees, including selecting, developing, retaining, and motivating company employees through implementation of HR strategy and new programs.
- Managed comprehensive employee benefits program, including vendor selection, contract negotiation, and benefits administration.

Risk Management

- Successfully established and led financial risk management initiatives, including forecasting, cash flow management, capital management, regulatory compliance, and internal audit.

Professional Experience

- Iġisagvik College, Barrow, AK** **2021-Present**
Chief Financial Officer (CFO)
- Serve as CFO for the only Tribal College in Alaska. Executive responsibilities include presentations to the Board of Trustees, serving as Treasurer on the Iġisagvik College Foundation Board, and overseeing the Finance Department, including the Business Office, Grants Administration, and Student Financial Aid. Financial responsibilities include college financial functions and processes, including financial reporting and analysis, cash flow management, treasury, budgets, payroll, tax, banking relationships, and regulatory compliance; as well as coordination and main point of contact for the annual financial audit and single audit as required by governing entities.
- Legacy Technologies, Mission, KS** **2008-2021**
Chief Financial Officer (CFO)
- Served as CFO and executive consultant for the leading global manufacturer of high reliability precision quartz crystal holders. Executive responsibilities included presentations to the Board of Directors and leading the company's community involvement initiative. Financial responsibilities included all company financial functions and processes, including financial reporting and analysis, cash flow management, treasury, budgets, payroll, tax, banking relationships, and regulatory compliance; as well as the oversight of A/P and A/R activities. Other leadership responsibilities include all HR, Benefits, and Information Technology functions.
 (Employed as either an employee or contractor without interruption throughout tenure with Legacy Technologies.)
- C. J. Foods, Inc., Pawnee City, NE** **2012-2014**
Payroll Manager and Benefits Administrator
- Led payroll functions and assisted with human resource duties for national manufacturer and distributor of pet foods. Represented the company while negotiating with vendors and working with external auditors. Performed internal audits of benefit costs and accounting procedures.
 (Employed with C. J. Foods while maintaining a remote contractor position with Legacy Technologies.)
- MDP, CPA, PA, Overland Park, KS** **2010-2012**
Consultant/Audit Manager
- Provided finance, human resources, and payroll services to clients across diverse industries.
 - Managed auditing functions and processes for non-profit water districts, cities, and counties. Reviewed restricted and unrestricted fund balances. Examined individual funds for regulated fund-raising and distribution usage. Reconciled separated funds back to the organization to determine financial standing.
 (While employed with CPA firm; sole responsibility for Legacy Technologies and C. J. Foods.)
- PROSOCO, Inc., Lawrence, KS** **2005-2008**
Controller
- Served as Controller for national manufacturer of construction products.
- Central Salt, LLC, Overland Park, KS** **2004-2005**
Accounting Manager
- Served as Accounting Manager for a bulk supplier of environmentally friendly winter (non-freezing) additives and treatments.
- Deffenbaugh Industries, Inc., Shawnee, KS** **2001-2004**
Senior Executive Accountant
- Served as Senior Executive Accountant of a waste management company. Responsibilities included representing the accounting department during company briefings; coordinating and leading the annual external audit; and presenting financial standing to the owner.

Association of Independent Hospitals, Shawnee, KS**1998-2001****Chief Financial Officer (CFO)**

- Served as Accounting Manager of a non-profit conglomerate of local hospitals providing purchasing and collections services. Represented Association during negotiations and leveraged the conglomerate to secure the lowest, most advantageous pricing.
- When Association was dissolved, served as Chief Financial Officer of purchasing company merging the organizations together to form a united entity. Led the organization in community relations and good standing among employees, residents, and leaders.

Education and Development**Keller Graduate School of Management, Kansas City, MO**

- Completed courses as part of MBA program.

University of Tulsa, Tulsa, OK

- Bachelor of Science in Business Administration, Accounting (Graduated Cum Laude)

Certified Public Accountant (CPA)

- Licensed in Alaska and Missouri (inactive in Kansas)

Chartered Global Management Accountant (CGMA)**QuickBooks Online, Advanced Certification, Pro-Advisor****QuickBooks Desktop Certified Pro Advisor****Software/Technology Expertise**

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