

Barbara B.

Untapped Potential Candidate

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PROFILE

Accounting operations management professional with extensive experience in both public and varied private industries. Recognized for leadership skills and ability to perform efficiently and effectively in a dynamic, fast paced, multi-company environment, both independently and as part of a team.

EDUCATION AND CERTIFICATION

M.B.A. Rensselaer Polytechnic Institute, Hartford, GPA 4.0

B.S. Accounting C.C.S.U., GPA 3.2

CPA Exam Successful completion, all parts, first sitting

PROFESSIONAL EXPERIENCE

READYDOCK, (2017)

West Hartford, CT

Assistant Controller / Project-based UP Flex-Return

Supported entrepreneurial venture in a Flex-Return as an assistant controller during funding raise period. Worked with Connecticut Innovations funded CFO and outside accounting services firm to represent venture's best interest. Provided operational support and recommendations for path forward. Developed quickbooks skills and performed financial modeling and inventory (bill of material) research.

EDWARDS SYSTEM TECHNOLOGIES (GE), (2.5 yrs)

Cheshire, CT

Controller

Supervised and managed operations for divisional accounting unit of Life Safety, Fire Alarm and Mass Notification products manufacturer. Consolidated domestic and foreign operating results for reporting to corporate office. Supported intra-divisional units at off-site locations. Improved general ledger chart of account definitions and internal policies, procedures and controls. Coordinated and consolidated divisional budget. Worked with outside auditors for year end audits and sales tax compliance analysis. Compiled tax submission data for corporate reporting.

Condor Technology Solutions, (1 yr)

Bloomfield, CT

Controller

Managed operations of accounting unit of Management Consulting Solutions provider during transition to out of state acquiring company. Prepared annual and monthly operating budgets with divisional and corporate management inputs. Supported team to resolve SAP system and implementation issues.

Raytel Medical Corporation, (4 yrs)

Bloomfield, CT

Controller

Managed accounting operations for divisional units of Medical Entity. Prepared, in conjunction with division management, annual operating budgets. Responsible for budgeting, financial reporting, planning and control procedures. Developed reports, multi-divisional cost studies, and communication protocol between home office and acquired entities. Team participant in general ledger IT system implementation.

THE FUTURES GROUP (Deloitte & Touche), (1 yr)

Glastonbury, CT

Assistant Controller

Prepared and analyzed financial statements, forecasts and cash flow projections. Analyzed actual vs. budget project costs. Developed contract pricing. Reviewed payroll, accounts receivable/payable. Maintained general ledger. Developed and implemented process enhancements and changes utilizing a value-added approach.

Women's Specialty Retailing Group, (3.5 yrs)

Enfield, CT

Senior Accountant

Prepared financial statements for the home office and sub-brands of retail apparel supplier in dynamic, fast paced environment. Completed segmented profit and loss statements. Reported financial effects of corporate reorganization including forecasting future expenses and variance analysis. Improved efficiency via automation of processes. Trained and supervised personnel.

Whittlesey & Hadley, P.C., (2 yrs)

Hartford, CT

Staff Accountant

Performed computerized accounting for varied medical practice clients. Researched and completed corporate, individual, partnership, sales and use, property and payroll tax returns. Participated in audits.

D.L. Lynch Associates (Prudential), (3 yrs)

Windsor, CT

Full Charge Bookkeeper

Established, on a start-up basis, bookkeeping system for real estate firm serving multiple client entities bookkeeping needs. Prepared monthly profit and loss statements, bank statement reconciliations and quarterly payroll tax returns. Processed accounts payable and receivable. Maintained client escrow accounts. Prepared 1099's for Clients.

COMMUNITY EXPERIENCE/INTERESTS

West Hartford Public Schools: PTO Volunteer, Treasurer, Fitness and Wellness, Growing Great Schools Representative, Recording Secretary.

Co-chaired church Food Auction committee gaining 2X in revenue.

Cooking and Nutrition, Tennis.