

FINANCE DIRECTOR | OPERATIONS | PROCESS ANALYSIS & IMPROVEMENT

PROFESSIONAL SUMMARY

Versatile and savvy finance professional with a quantifiable record of success in creating strategically collaborative partnerships that help companies achieve bottom-line through highly effective process enhancement and cost savings initiatives.

- ✓ **Highly adept at cross-functional collaboration** with internal teams and building strategic partnerships with outside vendors that increase productivity, transparency, performance, and ROI
- ✓ **Able to effectively identify** process and system improvements and implement appropriate action plans to create significant workflow efficiencies and cost savings across various departments
- ✓ **Demonstrated ability to quickly adapt** to constantly shifting financial environments and provide thoughtful input and proactive problem-solving expertise when necessary
- ✓ **Consistently ready, willing, and able** to work outside of the traditional "comfort zone" and stay calm under pressure in order to accomplish time-sensitive tasks

DEMONSTRATED STRENGTHS & EXPERTISE

*Financial Operations • Team Supervision/Leadership • Business Management • Cost Savings/Reduction • Revenue Growth
Process Improvement • Relationship Management • Program Development • Cross-Functional Collaboration • Strategic Planning*

CAREER HISTORY & KEY ACCOMPLISHMENTS

Inc., Shelton, CT

2002 – Present

Business Controller, Global Platforms & Data Center Operations (2008 – Present)

Senior Financial Analyst, Operations and Disaster Recovery (2005 – 2008)

Senior Financial Analyst, Operations & Technology (2002 – 2005)

Key member of the NasdaqOMX Business Control team responsible for accurate reporting of monthly financial statements, in addition to complete accountability over the integrity of annual budgets, forecasts, internal cost controls, and capital procurement.

- Forged a cost-effective, strategic partnership to create a new, integrated turnkey solution that reduced Global IT Services expense by \$10M+ over a 2-year period ending in 2010
- Developed and implemented Global Capital Expenditure report that provided transparency to Nasdaq capital forecast and budgets and gave senior management the flexibility to make decisions mid month for an annual cost savings of approximately \$500K
- Oversaw Virtualization Initiative that reduced total cost of ownership and achieved a run rate savings of \$1.6M over a three-year period (\$550K annually) which included hardware, licenses, and rent/power in data centers
- Developed and implemented new Tracking Report initiative by business area as part of a long range planning process that positively impacted P&L and capital procurement
- Incorporated re-organizations and integrated new acquisition costs into existing reporting structure by identifying expense-related synergies that produced an annual cost savings in excess of \$400K
- Generated \$500K in cost savings by performing contract reviews and managing relationships with contract vendors that created efficiencies in contract renewals and streamlined the invoicing process
- Implemented and supervised Fixed Asset review and disposition program. Produced companywide asset disposal and transfer policy and was key member which approved and managed multi-year contract with consignment vendor
- Transferred or disposed of 2,000+ assets which resulted in a \$500K savings in 2008-2009 and \$250K through Asset Consignment Program
- Took on role of key representative and contact for the development and production of the Service Catalog program; partnered with department heads to establish economies of scale, standardization of services, and pricing that strategically aligned IT to overall business requirements

GOLF DIGEST COMPANIES, Trumbull, CT

2001 - 2002

Senior Financial Analyst

- Responsible for all monthly financial forecasts and annual budgets for magazine, non-magazine products and golf schools and make presentations to senior management.
- Managed all facets of COGNOS interface for annual budgets and monthly forecasts.
- Designed and implemented weekly Golf Schools revenue/student count report, which yields greater revenue control and accurate projections.
- Responsible for structure, calculation and distribution of account executive sales compensation plan.

INTERTEC EXHIBITIONS, Stamford, CT

1999 - 2001

Business Manager

Managed this division of Intertec Publishing, Inc. a company based in consumer and business to business publishing & exhibitions with annual sales of \$400 million.

- Oversaw all financial operations that included five direct reports and 2 offices with budgeted revenue of approximately \$40M
- Managed all facets of annual budgets, strategic plans, and mid-year forecasts and made regular presentations to senior management team
- Supervised five financial specialists responsible for preparation of monthly close, profit and loss review, and account analysis

LABORATORY CORPORATION OF AMERICA, Raritan, NJ

1998 - 1999

Financial Analyst

Laboratory Corporation of America is one of the largest independent clinical laboratories in the United States.

- Partnered with Consolidation team engaged in the relocation of New York and Connecticut based offices to the New Jersey location to attain synergies and economies of scale
- Formulated and prepared pricing proposals for new business opportunities and contract renewals which increased success rate by 25% for 1998

NATIONAL ASSOCIATION FOR THE SPECIALTY FOOD TRADE, INC., New York, NY

1996 - 1997

Financial Manager

- Implemented and expanded accounting software modules and trained financial assistant, increasing efficiencies.
- Managed all facets of Association's operating budget and presented the Association's annual operating budget to senior management.

EDUCATION

MBA, Finance & Management, Sacred Heart University, Bridgeport, CT

BS, Business Management, Sacred Heart University, Bridgeport, CT

ADDITIONAL TRAINING PROGRAMS

Dale Carnegie Management Training Program, 1993-1994

Zenger Miller Basic Principles Training Program, 1998