

Curtis Dew
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Employment Experience

Jul. 2001-Present Schaller Anderson of Oklahoma, Oklahoma City, OK

Financial Analyst

- Develop and maintain financial reconciliation and reporting systems for membership and premium reconciliation, reinsurance, and revenue accruals
- Perform ad hoc analyses for management related to provider compensation, service utilization, and contractual compliance
- Conduct software training for Finance department
- Responsible for successful completion of budget development and regulatory reporting

Jul. 2000-Jun. 2001 Exiss Aluminum Trailers, Inc., El Reno, OK

Cost Accountant

- Develop and process journal entries to record Production, Sales Revenue, and Cost of Goods Sold
- Prepare management reports measuring productivity, overhead expense and absorption, and actual performance relative to budget
- Assist in the development and implementation of integrated financial, operational, and distribution software

Jun. 1997-Jul. 2000 CommunityCare of Oklahoma, Tulsa, OK

Operational Analyst, Government Programs

- Perform financial and operational analyses on routine and ad hoc basis, including cost and utilization analysis, financial reconciliation, and internal management and audit reporting
- Complete receivable and payable accounting of supplemental funds made outside of primary payment system from State agency
- Develop, build, and administer databases required for operational support of Medicaid product
- Develop and refine policies and procedures related to publicly funded health care programs
- Represent organization at meetings with external customers and regulatory bodies
- Participate on several internal committees related to membership, finance, and operational improvement

Aug. 1996-May 1997 CommunityCare of Oklahoma, Oklahoma City, OK

Medicaid Reconciliation Specialist

- Perform monthly reconciliation of membership records and premium receipts
- Represent organization at meetings with regulatory body

May 1996-Aug. 1996 CommunityCare of Oklahoma, Tulsa, OK

Intern

- Develop initial reconciliation models for Medicaid product
- Performed reconciliations resulting in collection of over \$100,000 over a three month period

Education

Aug. 1995-May 1997 University of Oklahoma, Norman, OK

Master of Business Administration Degree
Emphasis in Finance GPA: 3.64

Jan. 1993-Aug. 1995 Southwestern Oklahoma State University, Weatherford, OK

Bachelor of Science Degree
Major: Management
Minor: Mathematics GPA: 3.66

Aug. 1991-Dec. 1992 Oklahoma City University, Oklahoma City, OK

Coursework toward Bachelor of Arts Degree

Activities and Honors

- Outstanding Management Student, Southwestern Oklahoma State University (1995)
- Member of Oklahoma Intercollegiate Honor Band (1993, 1994)
- Kappa Kappa Psi, National Honorary Band Fraternity
- Sigma Theta Epsilon, National Christian Service Fraternity
- Youth Group Sponsor, Yale Avenue Christian Church, Tulsa
- Administrative Board Member, Stewardship Task Force Chair, and Board of Trustees member, First Christian Church, El Reno
- Band Leader, First Christian Church, El Reno

References

Available upon request