

# BERNICE ONG CARBAUGH

---

## WORK EXPERIENCE

- 2004-now Systems Analyst Expedia Group, Seattle, WA (Contractor)**  
Created applications and tools to automate processes for a variety of teams including Treasury, Revenue Accounting and Brand Expedia Controllershship: Identified needs, reviewed existing systems, formulated and implemented solutions, and provided user training and documentation. Created desktop solutions (using Excel, Access, VBA and SQL Server) to facilitate data entry, extraction, storage and retrieval, automate journal entries, improve reporting and auditing capabilities and streamline reconciliations.  
Collaborated with users and developers to create, test and improve an enterprise-wide data warehouse system in DB2 and Teradata: Created requirements, tested data quality and workflow integrity, mediated between developers, users and stakeholders, troubleshooted production issues, spearheaded creation of specialized data marts, performed analysis using SQL queries, advanced Excel tools and Business Objects, and provided training and subject matter expertise to others.
- 2001-04 President and CEO The Presto Craft Company, Woodinville, WA**  
Established a company to develop, manufacture and market the WonderPress®: Brought an innovative, patented paper punch to market by inventing it, assessing market and manufacturing feasibility, creating prototypes, sourcing vendors and establishing production methods. Promoted the product to wholesalers and consumers through print advertising, commerce-enabled website, trade shows and in-store demonstrations. Developed processes to handle customer service, order fulfillment and accounting operations.
- 1999-01 Business Systems Analyst Safeco Credit Company, Redmond, WA**  
Executed projects that critically improved operational efficiency for a leasing system with 180 users tracking 12,000 contracts: Projects included automating payment processing through an internal lockbox services provider, creating a system to handle electronic funds transfer, and building interfaces between the leasing system and other systems such as the loan tracking, sales tax, personal property tax and general ledger applications. Defined project issues and scope, formulated and performed testing plans, collaborated with stakeholders, wrote scripts and macros, developed models and interfaces, and provided user training. Managed nightly and month-end processing, security, report writing, hardware and software upgrades, business continuation planning and all user requests and questions.
- 1995-98 Senior Financial Analyst Adaptec, Inc., Milpitas, CA**  
Supported division managers and directors in understanding and controlling their P&L's: Analysis included revenue forecasting and tracking, manufacturing costs, excess inventory and operating expense budgeting. Provided financial information, analysis and tools to manage business. Made significant contributions to developing and refining systems and reports to enable critical business processes, such as forecasting, revenue reporting and inventory analysis. Conducted peer and user training on productivity-enhancing skills and new systems.
- 1992-94 Senior Accountant KPMG Peat Marwick, LLP, Mountain View, CA**  
Supervised and performed financial statement audits for a variety of clients: Led audit engagements, taking full responsibility during the planning, performing and reporting stages. Supervised professional staff and facilitated client and audit team communication. Coordinated appropriate work reviews and resolutions of significant issues. Summarized and concluded on audit results.

## EDUCATION

University of California, Berkeley. B.S. in Business Administration, May 1992. GPA: 3.94.

---