

Courtney Caputo

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Profile

Finance Manager with seven years experience in Medical Device industry. Strong background in analytical problem solving, management reporting, and ability to successfully collaborate in cross-functional teams.

Experience

BREG INC - SEPTEMBER 2013-PRESENT

FINANCE MANAGER, BREG INC – DEC 2018-PRESENT

- Work closely with Sales Operations team and Sales leadership on Domestic and International revenue budgeting and analysis. Cascade revenue down to sku level to provide to Operations
- Create product margin budget and analyze variances to budget
- Commercial team OPEX budgeting, analysis, and reporting, and review OPEX spending with commercial team business owners
- Work closely with compensation analyst on commission budget and forecasts and analyze variances
- Present monthly financial results for revenue, product margins, commissions, and OPEX to Director of Finance and CFO
- Improved forecasting methodology to more accurately forecast product margins across company's multiple revenue sources
- Work closely with remote Finance team located in Mexicali
- Partner with marketing and R&D to create financial models for new products
- Developed daily management dashboard to consolidate reporting metrics from Distribution, Sales, Customer Care, Billing Operations, and Manufacturing during COVID-19 pandemic to monitor daily performance and track against COVID-19 model

ACCOUNTING MANAGER – SEPTEMBER 2016-DEC 2018

- Oversaw accounting for Breg's Insurance Billing business including Revenue recognition, Accounts Receivable, and consignment inventory
- Managed team of up to three employees including a staff accountant, financial analyst, and remote inventory operations employees
- Create consignment inventory cycle count schedule for over 2,000 locations in Hospitals and Orthopedic Clinics across the US
- Manage relationship with the company that performed inventory counts and established count procedures and controls
- Provided detailed schedules of management adjustments to EBITDA and bridged Management to GAAP financial statements for Quality of Earnings
- Partnered with IT on developing reporting for Sales management and Sales rep views of consignment inventory shrink
- Work closely with Director of Field Inventory on improving shrink and inventory turns
- Successfully implemented new operational processes for consignment inventory with Sales Distributor partner to mitigate material weakness of internal controls surrounding inventory transfers and the estimate of shrink at fiscal year end
- Prepared monthly and quarterly Bank and Investor reporting packages

- Drove initiative for inventory process alignment across 22 regional Patient Service Center locations

SENIOR ACCOUNTING ANALYST – JULY 2015-SEPTEMBER 2016

- Perform month-end close activities including review and analysis of balance sheet and income statement accounts relating to Insurance Billing business
- Analyze Insurance Billing collection rate and recommend appropriate AR reserves
- Prepare audit schedules to support collection rate
- Work closely with remote Revenue Cycle Management team in India and Texas on processes for billing insurance claims and subsequent cash posting
- Partner with Senior Director of Revenue Cycle Management to provide management reporting on collection performance and claim denial management
- Developed reconciliation between company's main ERP system and billing software
- Created management cash flow reporting to better illustrate company's cash flow with respect to M&A activity and on-going operations
- Provided monthly reporting on management adjustments to income statement and calculation of debt covenants for bank reporting package
- Worked on cross-functional team to complete successful integration of acquired company into Breg's ERP system and established strong relationships with acquired employees
- Coordinate with Legal on company's corporate insurance policy

SENIOR INVENTORY ANALYST, BREG INC – JANUARY 2015-JULY 2015

INVENTORY ANALYST, BREG INC – NOVEMBER 2013-JANUARY 2015

- Prepare consignment inventory count reconciliation for over 800 locations in Hospitals and Orthopedic Clinics across the US
- Analyze count results and report inventory shrink metrics to VP of Operations and CFO
- Calculate required consignment inventory shrink reserve and prepare audit schedules to support analysis
- UAT coordinator representing accounting for large scale technology implementation
- Coordinate with IT on Oracle customization for automated cycle count reconciliation
- Manage relationship with the company that performed inventory counts
- Managed product to reduce pending insurance claims

TAX STAFF, RPR PARTNERS LLC – SEPTEMBER 2011-SEPTEMBER 2013

- Tax preparation and consulting for companies owning commercial and residential real estate
- Estate planning for high net worth individuals

Education

University of California, Santa Barbara – B.A. Business Economics with Accounting Emphasis 2011

Skills

Microsoft Office, Oracle, Adaptive Planning, COGNOS, PowerBI

