**CHRISSY STROUD**

[Chrissy.M.Stroud@gmail.com](mailto:Chrissy.M.Stroud@gmail.com)

Cstroud6.github.io

**EDUCATION**

*University of Oklahoma, Norman, OK* Anticipated Graduation: Spring 2019

**Bachelor of Business Administration, Accounting**

**Bachelor of Business Administration, Management Information Systems**

*Oklahoma City Community College, Oklahoma City, OK* Spring 2017

**Associate in Science, Business**

**SUMMARY OF QUALIFICATIONS**

* Over five years of experience working in government contracting.
* Demonstrated ability to maintain a high degree of confidentiality.
* Advanced Microsoft Suite skills.
* Experience with QuickBooks, SAP, Deltek Cost Point, Bally’s ACSC, MS Great Plains, TM1 Perspectives
* Programming languages – SQL, VB.Net, C#, HTML

**EXPERIENCE**

*Chickasaw Nation, School-To-Work, Norman, OK*  2016 to Present

**Intern**

* Operational Performance and Analysis, generating monthly financial reports for Chickasaw Nation businesses
* Strategic Business Partnerships Office, producing sales reports for Bedre Manufacturing
* Riverwind Casino Accounting, reconciled GCA statements with cashier paperwork, entered bank deposit tickets, and posted journal entries

*Chickasaw Nation Industries, Norman, OK* 2011 to 2016

**Contract Billing Analyst/Accounts Receivable**

* Managed invoicing of 40+ Cost Plus, Time and Material, and Firm Fixed Price contracts
* Generated monthly invoices for government and commercial customers using Deltek Cost Point 7 accounting system and invoicing platforms, WAWF and IPP
* Reviewed all pertinent invoicing documents including monthly payroll hours, travel expense reports, vendor

invoices, and subcontractor invoices to ensure accuracy and coding to correct projects and proper GL accounts

* Maintained detailed funding reconciliation for contract closeouts

*Chickasaw Nation, Riverwind Casino, Norman, OK*  2005 to 2010

**Vault Assistant Manager**

* Managed daily operations for 48 vault employees and all shift supervisors
* Provided supervision and training to three supervisors, including preparing and presenting performance

appraisals

**Vault Shift Supervisor**

* Provided direction and labor support to 16 first shift vault employees

**Vault Clerk**

* Calculated all daily activity reports and processed deposits for seven facility banks