

Teresa Thomas, CPA

1365 Legend Oak Drive, Fountain, CO 80817

(719) 330-2624

teathom@hotmail.com

Accounting Professional

Professional Profile

Accomplished accounting professional with over 15 years of progressive accounting experience in Canada and the USA. Hands-on management style with proven ability to streamline processes, improve financial reporting and internal controls. Knowledge of Canadian and US GAAP with experience in foreign currency transactions.

Areas of Expertise

- Budgeting
- Cash Flow Management
- Financial Management/Analysis
- GAAP
- Human Resources
- Internal Controls
- Organizational Restructuring

Professional Experience

Controller

Nor'wood Development Group

2008 – Present

Colorado Springs, CO

Responsible for managing accounting staff, coordinating budget process and financial reporting of privately held development and property management organization.

Highlights:

- Automated monthly reporting system reducing timeline by 30%
- Automated annual CAM reconciliation process to reduce risk of error and reduced timeline by 50%

Assistant Controller/Controller-In-Training

Cascades Sonoco

2007 – 2008

Lakewood, WA

Responsible for all aspects of cost accounting: reconciling the monthly physical inventory to the general ledger, allocating raw material purchases, inventory valuation, and production variance analysis. Reconciled monthly bank statements, supervised accounting clerk and prepared monthly management report.

Teresa Thomas, CPA

Controller

Colorado Springs Fine Arts Center

2006-2007

Colorado Springs, CO

Financial leader of a non-profit organization that operates three core businesses: museum, theater and art school. Reporting directly to the CEO, responsibilities included: managing accounting department, cash management, managing budget process, financial reporting and working with external auditors.

Highlights:

- Accounted for bond issuance and \$28.4 million renovation project
- Refined internal controls to reduce weaknesses

Accounting Manager

Professional Sports Management

2003 – 2005

Fountain, CO

Managed the accounting department of Pikes Peak International Raceway, a motorsports facility that hosted NASCAR and IRL events. Responsibilities included general ledger, account reconciliation, payroll and month-end close.

Assistant Controller

Cascades Sonoco

2002-2003

Lakewood, WA

Responsibilities included general ledger, inventory reconciliation, bank reconciliation and monthly financial reporting. Analyzed production costs and machine efficiency to assist with product pricing. Recorded foreign currency transactions.

General Ledger Accountant

Noort Developments

1997-2000

Burnaby, BC

Responsible for maintaining general ledger, preparing year-end working papers, and preparing preliminary tax returns of twenty property management and development companies operating in Canada and USA.

Education/Certification

Certified Public Accountant, State of Colorado, License #25666

Master of Business Administration

2007

University of Colorado

Colorado Springs, CO

Bachelor of Science in Business, Accounting Emphasis

2005

University of Phoenix

Certified General Accountant Program

1997 – 2001

Burnaby, BC