

Justin Boden

Phone: (503) 593-3730

Email: fragboden@gmail.com

Address: 427 NE Thurston Ave. #14 Bend, OR 97701

RetailMeNot - Giftcard Zen - Phoenix, AZ

Account Manager - RetailMeNot - (4/16 - 5/16)

Account Manager/Growth (5/15 - 4/16)

Volume Partner Success Manager (5/14 - 5/15)

- Managed, directed and consulted all Volume Partner accounts totaling \$65M/annual gross sales (run rate) and up to 120 B2B client accounts.
- Negotiated all final rates and contractual obligations of Volume Partner Accounts.
- Added new healthy accounts and removed unsatisfactory accounts to maintain absolute company health during crucial period (Sale of company to RetailMeNot).
- Made merchant purchasing decisions for the company.
- Added \$1.5M monthly sales in one week per request of CEO.
- Assisted in interviewing and decision making of Sales and Growth Teams including testing copy and in-person interviews.
- Analyzed daily, weekly and monthly reporting, using data to adjust growth rate, total inventory, pricing and buy rates.
- Worked with Pricing Department to determine final buy and sell pricing and percentages for product on a weekly basis.
- Thought of, and successfully pitched, software coding changes that churned old inventory immediately impacting cash flow and the ability to purchase additional inventory for the company.
- Worked directly with IT and Product Manager to implement new processes and systems software, including new product development, testing and implementation. QA testing, and live launch with client base troubleshooting. Successfully brought clients on new product app with 100% retention.
- Part of two person team that grew business from \$16M/yr run rate to \$65M/yr run rate in two years.
- Assisted clients with growth on a daily basis, creating and providing promotional copy, assisting with marketing and ad placement, and educating them on the ever evolving gift card industry.
- Developed business development copy material, email marketing (MailChimp) and live client chat (Intercom.io) with all clients day and night.

Justin Boden Design; (01/08 – 04/14)

Freelance Graphic Designer

- Sole owner, operator and freelance graphic designer supplying creative design in all sectors of media including print design, web, online and digital ad media, illustration, logo design and branding.
- Clients have included The Cartoon Network, HLN Network, Turner Broadcasting, N/Gage Solutions, Feed Your Friends, Allied Argenta, Love Is (Pilot TV Show), as well as many more.
- Created, built, and maintained company website including the use and audit of Google Analytics to gauge marketing ROI, online presence and web traffic.

Game Show Network; Santa Monica, CA (5/13 – 7/13) Contract*

Production Finance

- Reconciled complex Paypal accounts dating back to 2012, through the current period.
- Reconciled various other accounts on an ad-hoc basis.
- Scanned and filed production documents on a daily basis.

Payday Workforce Solutions; Orange, CA (11/12 – 5/13)

Tax Specialist

- Reviewed daily aging reports for liabilities due, processing and paying all Federal, State and Local taxes for clients using semi-weekly, next day, monthly, quarterly and annual schedules using Evolution software.
- Audited pending, impounded and paid tax liabilities for accuracy and compliance with all agencies.
- Prepared and filed all tax documents on behalf of clients including quarterly Forms 941, and DE-9 (CA State), multi state forms and W-2, W-3 Social Security Administration documents
- Performed quarterly and year-end audits submitting agency documents directly to agencies. Correcting documents included 940 and 941X, DE-9ADJ, W-2c and W-3c's.
- Managed, and processed approximately \$1.5 - \$2.0 million in active client tax liabilities weekly ensuring timely payment, and proper application

Entertainment Partners; Burbank, CA (5/12 – 8/12)

Production Payroll Associate Paymaster

- Managed all payroll functions for several major television programs and films through all phases of production including "The Real World", "Keeping Up With The Kardashians", "Project Runway", "Bad Girls", "Monsters University" (Monsters, Inc. 2), "Best Ink", "Real World/Road Rules Challenge" and several other active productions.
- Processed payroll for approximately 500-600 employees using the VISTA Payroll system including new hires, terminations, garnishments, benefits and 401k.
- Monitored compliance with all union and non-union rules, wage and hour laws including SAG and AFTRA for clients.

Carson Oil Company; Portland, OR (5/09 – 9/11)

Benefits and Payroll Accountant

- Managed and independently conducted all aspects of payroll and employee benefits functions for 300+ employees including all journal entry distributions including both in-state and out of state employees following independent laws and regulations for each state.
- Reviewed and reconciled 25 high attention journal accounts - vacation accruals, tax impounds, overtime distributions, salary allocations and all aspects of medical benefits including close relationships with Kaiser Permanente, Lifewise Medical and Dental, Regence Long Term Disability, and Aflac.
- Maintained quarterly employee tax accounts to city and state departments including proper analysis and payment to various states requiring variable state dependent laws, rules and regulations.

Education

Spokane Falls Community College: General (2001-2002)

The University of Idaho, College of Business: Accountancy and Finance (2002-2005)