

PROFESSIONAL BACKGROUND

Matt has 11 years of experience in project management, process optimization, risk management, compliance, business analysis, and accounting across finance, operations, and technology functions within multiple industries. His passion, curiosity, and focus on transparent communication enable him to build strong relationships and challenge the status quo in order to uncover key details, analyze processes and risks, and identify business enhancement opportunities. He has vast experience in asking detailed, targeted, and adaptive questions which is paired with purposeful active listening skills that support him in building trust and a wide knowledge base quickly. His strategic and inclusive communication style ensures that all stakeholders are empowered to share their perspective and collaborate to align on and achieve project objectives.

SELECTION OF RELEVANT EXPERIENCE

Project Manager, Process and Control Audit

Matt managed audits of processes, procedures, and internal controls focusing on IT, Finance, and Operations functions for a Fortune 500 omnichannel retailer. He established a project plan to set expectations and manage progress. He conducted process reviews, risk assessments, control testing, and data analysis to identify inconsistencies and non-compliance. He built rapport with business stakeholders to help establish a smooth flow of communication and transparency. His results were drafted in executive summaries and visualizations of findings and impact.

Program Manager, IT Risk

Partnered with business stakeholders to execute IT Risk and Control Self-Assessments to gain assurance on the effectiveness and efficiency of business controls and procedures. Facilitated meetings with cross-department stakeholders to outline technology and security key risks and assess the design and operating effectiveness of processes and controls. Collaborated with business partners to openly exchange ideas and opinions, elevate concerns, report results, and help manage necessary enhancements to resolve issues and streamline operations.

Project Manager, Inventory Data Integrity Assessment

Matt coordinated with cross-department stakeholders to execute an assessment of inventory data integrity for a \$250 MM retail service and wholesale distribution business. He developed a strong foundational understanding of processes related to inventory and identified 7 key operations and control gaps/issues contributing to the approximately \$6 MM inventory balance variance between the company's operating and accounting systems. He utilized his findings to outline 10 recommendation activities to enhance core processes and controls, as well as related documentation and reporting, to help prevent or detect future issues contributing to inventory value variances.

Industry Experience

- Retail
- Manufacturing
- Financial Services
- IT Services
- Distribution
- Public Administration / Government

Functional Expertise

- Program/Project Management
- Change Management
- Process Improvement
- Relationship Management
- Data Analytics
- Data Governance
- Identity and Access Management
- Mergers & Acquisitions

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SELECTION OF RELEVANT EXPERIENCE

Project Manager, Product Profitability Improvement

Matt managed the cost roll analysis for 179 product numbers, representing 85% of sales volume for a Manufacturing facility. He created a tool to estimate product Gross Margin and leveraged the cost roll analysis to identify price increase opportunities. He partnered with business leaders and facilitated discussion of business strategy and market considerations to implement price increases averaging 9-15% for products with a Bill of Material (BOM) and 38% for raw goods. Matt analyzed the impact of the changes to estimate they would contribute to an average Gross Margin increase of 3-8% for BOM products and 18% for raw goods. He then extrapolated the adjustments over a historical sales mix to estimate a 10.8% YOY increase to Gross Margin. He also analyzed discounting patterns by Customer over a short time period and estimated discounts were reducing Gross Margin by 17.1%. The discount analysis and process information was leveraged to influence the implementation of new discount thresholds that would better limit the discount impact on profitability.

Program Manager, ERP and Quoting Systems Enhancement

Matt was the program manager for an integrated Enterprise Quoting and ERP system enhancement for a \$29 MM facility of a \$300 MM specialty door manufacturer. Utilizing agile methodologies, Matt was instrumental in ensuring collaboration and communication between Operations and IT were seamless. He led all requirements gathering and documentation efforts to ensure business needs aligned with technical solutions. His responsibilities included analyzing business operations, identifying business needs and areas for improvement, as well as proposing solutions for program success. Communication tools such as centralized project tracking, regular meeting cadences, requirements gathering templates, and program reviews were all instrumental in improving the cross-departmental collaboration. His efforts helped gain more accurate insights into product cost and material usage to set up the facility for better management of profitability.

Technology Expertise

- Microsoft Office 365
- Jira
- Oracle Financials & HCM
- Infor CloudSuite Industrial and Enterprise Quoting
- QuickBooks
- Sage

Methodologies

- Agile
- Kanban
- The 5 Whys
- Cost-Plus Pricing
- Continuous Improvement

Deliverables

- Financial Analysis
- Policies and Procedures
- Project Charter
- Project Plan
- RACI Matrix
- Cost and Price Model
- Implementation Roadmap Gantt Chart
- Executive Steering Presentations
- Price, Volume, Mix Analysis