**Stewart C. Rhodes**

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**EDUCATION**

**Full Stack Web Development Certification, July 2018** Georgia Institute of Technology

* JavaScript
* HMTL5
* MongoDB
* VueJS
* React
* Restful APIs
* MySQL

**Bachelor in Business Administration, Major: Accounting, May 2015**

Columbus State University, Columbus, GA,

**Staff Accountant June 2017 - Present**

CatchMark Timber Trust

* Perform bank reconciliation and general ledger duties.
* Assist in preparing month-end closing reports
* Implement best practices, standards and procedures in all accounting functions and activities
* Monitor accounts receivable and accounts payable functions.
* Assist finance and accounting departments in preparing budgets and forecasts.
* Prepare monthly financial reports and statements for the management.

**Auditor/Expense Payable Associate II March 2016 – June 2017**

Vallen Distribution, Alpharetta, GA

* Prepare reports reflecting audit results and document processes
* Provide presentations on audit results and document processes
* Report any discrepancies in documentation to upper-level management
* Conduct comprehensive financial audits of expense reports nationwide
* Communicate emerging issues, potential risks and audit results to management
* Keep 50 % of all expense accounts (utilities, power, rent etc..) current at every site nationwide

**Accounts Payable Inventory Associate II March 2016 – May 2016**

* Keep Service Accounts current
* Provide internal customer service to employees submitting invoices
* Assisting employees from the merger to understand updated processes
* Resolve and respond to nonconformance issues, vendor/field calls and correspondence with customer service timing guidelines
* Prepare vendor invoices for payment by obtaining proper approval.

**Infantry Team Leader November 2006 – May 2010**

United States Marine Corp, Camp Lejeune, North Carolina

* Monitored secure areas and ensured policies and regulations were enforced
* Led a 13-squad infantry during developmental training for deployment; additionally, trained foreign military to support and protect civilians
* Proficient in executing tasks from superiors in accordance to training, planned, and squad development
* Commanded tactical combat teams during 2007 -2008 Iraq deployment