

Robert E. Phillips, CPA, MBA

1600 University Dr.
Arlington, TX 76013

rephilli@hotmail.com
Mobile:817-729-3734 text

EXPERIENCED TAX AND ACCOUNTING PROFESSIONAL TAX KNOWLEDGE / FINANCIAL STATEMENTS / COST CONTROLS / PAYROLL

Highly skilled finance professional offering 30 years' accounting & finance experience in both large and small enterprises. Driven by a high degree of ethics to minimize tax burdens, while maximizing profit to the shareholders and principals. Inspired to retain client/customer base through maintaining high service levels. Motivated to strive for efficiency in analysis and to provide quality information for financial, tax, and compliance reporting.

PROFESSIONAL EMPLOYMENT

March 2018 to present **SENIOR ACCOUNTANT, POLLO REGIO**

My primary responsibilities for the fast food franchise includes:

- Recording all loan transactions with multiple owners across 90+ entities
- Reconciling the cash position with regards to current daily requirements
- Implementing the new SAP software and setting up many automatic entries
- Advising the owners of many cost savings improvements
- Assisting the Controller and training staff as needed to support 41 restaurants

Oct. 2006 to March 2018 **FINANCIAL ACCOUNTANT & MANAGER, SAFRAN ED USA LLC**

My primary responsibilities for the French aerospace company included:

- Managed the AR, AP, FA and GL records in Great Plains Dynamics
- Prepared tax compliance filings with the TX, WA, CA authorities
- Variance analysis for PL & BS as compared to forecast with 4 professionals
- Process Improvement by converting clients to ACH payments & convergence
- Managed Internal Audit though I-CARE, and tax data with One Source
- Managed month and year end closing process for integrity of data
- Provided internal and external auditors with all necessary documentation
- Conducted the annual \$15 million dollar FA inventory and maintaining records
- Prepared payroll entries and correct ADP mapping issues
- Coordinated file sharing and approving all data from service center in Mexico

Nov. 2001 to April 2003 **SPECIAL AGENT, U.S. TREASURY**

My primary responsibilities for the Internal Revenue Service included:

- Researching and investigating alleged violations of the Internal Revenue Code
- Interviewing witnesses to obtain evidence and determine their activity
- Determining income levels based on net worth or expenditures method
- Preparing schedules for use in trial and other court related appointments
- Recommending, planning, and carrying out various enforcement actions

May 2000 to
July 2001 **CONTROLLER, ANYWHEREYOU GO.COM INC.**

My primary responsibilities for the wireless internet development community included:

- Preparing financial statements for management and stockholders
- Supporting the CFO and CEO with updated financial positions
- Maintaining accurate FA purchase and disposal records
- Bonded HR responsibilities, including E401K implementation
- Tax compliance reporting with the state and many other local authorities
- Maintaining exceptional banking relationship throughout all phases of growth
- Payroll processing for all professionals totaling over 45 employees

June 1995 to
Jan. 1999 **FINANCIAL ACCOUNTANT, LUFTHANSA / SKY Chefs**

My primary responsibilities for the world's largest airline caterer with sales of 1.6 billion dollars included:

- Preparing financial statements using Software 2000 and Coda Software
- Equity accounting entries for 30 active joint ventures worldwide
- Intercompany eliminations, fees, and billings for all units worldwide
- Transitioning accounting operations to the new location in Texas
- Responsible consolidations accountant for all foreign worldwide locations

May 1986 to
Aug. 1992 **SUPERVISORY ACCOUNTING MANAGER, AAFES**

Started as an auditor and promoted over the years with many responsibilities:

- Disbursing millions of dollars daily to vendors and performing reconciliations
- Preparing operational audit plans, audit procedures, and conducting reviews
- Supervising and training up to 35 AP individuals, including qualified professionals
- Process Improvements for charging vendors, eliminating duplicate data entry
- Accounting Manager: International assignment in the Kingdom of Saudi Arabia

2003 to
Present **PRINCIPAL, Phillips Tax Service and Robert E Phillips, CPA, FFL**

- Motivated entrepreneur with measurable business returns and involvement in the residential real estate and tax preparation business

PROFESSIONAL ACCREDITATION

1986 Indiana University, Bloomington, IN, B.S., Accounting
1989 Certified Public Accountant, active status in TX & IN
1993 University of Texas at Arlington, M.B.A., Finance
1993 German Language Fluency Certificate, Universitaet des Saarlandes, Saarbruecken
2002 Federal Law Enforcement and Academy Graduate, FLETC

IT PROFICIENCY

Applications: MS Office Products, Great Plains, Yardi, Corridor, TaxAct, Quickbooks, SAP, Excel, TaxAct

