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| Matthew Loewen  **Senior Accountant/Finance** | 620-474-6519  Matthewkeithl@hotmail.com  [*https://www.linkedin.com/in/matthew-loewen-6467a076/*](https://www.linkedin.com/in/matthew-loewen-6467a076/)  1430 West 116th APT 27 Westminster CO 80234 |
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| **Developed new inventory within Entity**  **Established new processes in ADA, Reserve of Obsolescence, and Cost Accounting (I/S)**  **Created and maintained a software system for finance customers**  **Payroll Accrual of over 30K employees**  **Trained new staff (accounts receivable & payable, assistant controller)**  **PROFESSIONAL EXPERIENCE**  **Senior GL Accountant**  **AMR Healthcare**, October 2017 to June 2018  Contract position within payroll department. The company has divested and is currently privately held. It was under the umbrella of Envision Healthcare.   * Payroll costing imports of 80+ payroll names   + Work with payroll processing manager to fix errors   + Decrease payroll clearing account from a debt balance to a credit balance * Payroll accrual at EOM   + Payroll Salaries, Taxes, and other insurance liabilities   + Average accrual was 50 million * Reconcile other liability accounts   + Union Dues, Pension Loans, PAC withholdings, vision & medical   + Payroll Salaries, Taxes, 401k, and other insurance liabilities * 401k Accrual   + 40+ 401k Plans from each entity acquired. Built a new process for formulas to give more accurate accrual.   **Senior Accountant and Finance Analysis**  **Real Goods Solar Energy**, August 2014 to September 2017  Joined the company in 2014 as temporary help as a staff accountant, then was promoted to a full time position as senior accountant.   * Managing all pre-paid accounts   + Insurance/Cigna Allocation   + Software, Rent, Materials * Distribution of the WIP & Deferral of Cogs/Revenue   + JEs of accruals for specific jobs (AP Items) * Cash Management on Finance Business (Sales-Type Lease) * Analysis of Revenue and Costs, Contribution Margin, Actual vs Budget * Worked with new software team to develop a chart of accounts for Sales-Type Lease customers, relying on FASB13 * Cash Management of lease customers * Worked on new development of Payroll allocation from ADP downloads (direct vs indirect) * Worked on AQR, Audit request, Quarter SEC Filings * Implemented process to properly track costs and revenue associated with contracts, in accordance with current revenue recognition rules   **Lead Specialist, Financial and AR**  **Daymon Worldwide, Inc**., June 2010 – May 2013  Brokerage Firm and Multi-national company developing relationships with customers and providing customers in retail sector the benefit of selling their private label products to national companies such as Kroger, Walgreens, K-Mart, Shopko, Safeway, King Soopers, and H.E.B.   * Processed accounts receivables per the customer’s representation letter. * Assist in preparation and facilitation of monthly reporting package for internal and external use * Perform account reconciliations, analysis, budgeting, and close responsibilities. * Work with pivot tables for employees to work at an efficient rate | **SKILLS**  Detail reporting  Financial Planning and Profit Analysis  **Software**  (Use of Viewpoint, Oracle R12, NetSuite, Aspire)  **Inventory Control** (developed new inventory location; analysis and reserve of obsolescence)  **Excel**  (VLOOKUP’s, Sumif, Pivot Tables)  Balance Sheet Reconciliations  Budget Analysis  New detail schedules of fixed assets  **AR/AP** – Implemented new process on Allowance for doubtful account  Employee Training  and Development (Accounting and Procurement)  **HIGHLIGHTS**  Financial responsibility  to **$1.5 to 2.5 million**  Achieved close every month by the 10th  Trained on NetSuite in downtown Denver  Gross Margin Detail  SOPs for accounts receivable & payable  Bank reconciliations  Sales-type lease knowledge  Inventory processes  AP expenses to Income Statement properly  Payroll Accrual  **EDUCATION**  **Bachelor of Science, Political Science & Pre-Law** Fort Hays State University (2015)  **Bachelor of Arts, Management**  Fort Hays State University (2009)  **Bachelor of Arts**, **Business/Accounting** Kansas State University  **References**   * Tom Mannik: RGS Energy, Controller 720-609-9762 * Andy Narsai: 316-304-2878 -- Wind Company, Boulder Colorado, Account Manager * Huan Nguyen – AMR Accounting Payroll Manager – 303-495-1432 * Amanda TerEick – Senior Contractor for Emcare/AMR - Amanda.TerEick@evhc.net * Whitney Russ: RGS Energy, Assistant Controller 720-290-4427 * Nicolle Dorsey: RGS Energy, Assistant Controller 720-277-2305 | |