

Proposal – (PMP, PMI-ACP, CIA, CISA) Certified professional with expertise in Enterprise Resource Management (ERM), project management, and accounting. I am skilled in evaluating and improving internal controls, agile/traditional project management, staff development, and leveraging generative AI processes. Developing full stack coding skills, love helping others, and excited to discuss opportunities for collaboration and growth.

Experience

MDC Global Solutions LLC | Consultant Manager | Oct 2023-Current

- Strong internal controls expertise using risk assessment skills, audit knowledge, and applying COSO concepts for analysis and reporting driving \$700K+ government deliverables for \$9M+ in revenue.
- Demonstrates solid abilities for validating documentation to make quality assessments and recommend process improvements for client resource management and internal control programs.
- Equips staff in navigating complex concepts, and utilization of tools to meet contract requirements.
- Empowers staff to meet contract deliverables through collaboration, teamwork, and accountability.
- Utilizes Agile methods to manage tasks, drive continuous team improvement, and deliver value to clients.
- Leverages generative AI processes for added value of \$500K+ Organization training program and analysis of 350+ IPA NFR for recommendations to enhance client controls including SOC 1 and SOC 2.
- Develops quality assurance and quality control evaluations for AI outputs, ensuring accuracy for results and alignment with industry best practices.

Army National Guard | Accounting Management & Auditor | Jan 2020 – Oct 2023

- Progressed through roles of increasing responsibility: Supervised accounting teams, conducted complex audits, and implemented financial quality assurance programs.
- Enhanced financial integrity and compliance: Applied GAAP and GAGAS standards, improved internal controls, and mitigated compliance risks for programs totaling \$235.2M+.
- Developed and educated 70+ Staff on DoD FM certification program compliance, internal controls and risk management, and mentored various professionals across departments.
- Implemented a Quality Assurance Program for improved operational efficiency, reconciled obligations to identify excess funding, and developed streamlined accounting procedures.
- Conducted financial, performance, and attestation audits, developed corrective action plans, and identified root causes of financial discrepancies with analytical and critical thinking skills.
- Successfully completed complex audits, managed the DoD FM certification program, and supervised accounting teams using project management techniques, accounting expertise, and leadership.

State Government and Non-Profit | Financial Management & Audit Expertise | 2013-2020

- Led financial operations and ensured regulatory compliance across diverse sectors (non-profit, government), managing budgets up to \$5.5M (Salvation Army) and \$2.1M (TN Military).
- Conducted complex compliance audits (TN Revenue), contributing to \$11B in state funding, and implemented robust internal controls and financial reporting (Salvation Army).
- Developed and mentored financial staff (Salvation Army), utilizing SMART goals and addressing audit findings to enhance team performance and accuracy.
- Managed budgets and strategically reallocating resources to meet operational and program needs (TN Military), while also collaborating with auditors and stakeholders to resolve complex financial issues to ensure regulatory compliance (Salvation Army & TN Military).

Military Experience

Army National Guard Officer | Project & Data Leadership | April 2010 - Current

- Used SQL and Excel to deliver impactful performance reports informing recruitment strategy in 32 states.
- Led projects using Agile methodologies, ensuring timely delivery, and coaching peers on best practices.
- Managed Staff and processes, implemented standardized procedures, and made performance evaluations.
- Conducted regulatory research for strategic proposals to support senior leadership decision-making.

Pro Bono Consulting Experience

Richoff Education Team | Consultant | 2023-2024 (Estimated based on document date)

- Delivered \$12,000 in pro-bono consulting (40 hrs.) for Memphis youth through education and travel.
- Created strategic plans for community events and relationship development, including a Multicultural Festival and grant funding research.

Education

Master of Accounting and Financial Management, Keller Graduate School of Management

- Advanced accounting theory, research, regulations, and standards.

Bachelor of Business Administration (BBA), Accountancy and Management Information Systems, The University of Memphis

- Core competencies in financial/cost accounting, audit, income tax, IT project management, systems analysis, and database development.

Certifications

- Project Management Professional (**PMP: 2876913**), Project Management Institute, Exp. 12/2026
- PMI Agile Certified Practitioner (**PMI-ACP: 4047121**), Project Management Institute, Exp. 02/2028
- Certified Internal Auditor (**CIA: C IA-186586-QBYJR**), The Institute of Internal Auditors, Exp. 12/2025
- Certified Information Systems Auditor (**CISA: 242695861**), ISACA, Exp. 01/2028

Technical Proficiency & Analytical Skills:

- Expert in MS Excel: Advanced data analytics, automated reporting, and visuals (pivot, Power Query, VBA).
- Advanced in all MS productivity applications (Word, PowerPoint, Outlook, OneNote, Teams, SharePoint, OneDrive, Forms, Project).
- Proficient in MS Power BI: Data transformation, custom reporting (M/DAX), and dashboard creation.
- Knowledgeable in SQL, Python, JavaScript: Basic programming, debugging, and code documentation.
- Systems: Dynamics GP, SAP, PeopleSoft, Galvanize (GRC), ADP, Cost Point, DoD systems and more.

Core Competencies & Leadership:

- Project Management & Risk: Agile/traditional methodologies, risk assessment, and strategic planning.
- Staff Development & Mentorship: Team leadership, training, and performance management.
- Optimized workflows, clear communication: enhancing quality and client partnerships.
- AI Process Application: Experience in AI workflow implementation and quality control.
- ERM Expertise: Knowledge and application of Enterprise Risk Management (OMB A-123 / COSO) requirements.