

THOMAS S. TEZERA

5031 Fair Ave Apt 404
North Hollywood, CA 91601
Cell: 213-706-5445
Email: tezerathomas@gmail.com

OBJECTIVE

Passionate and dynamic professional dedicated to fostering organizational growth while nurturing personal development. Seeking to transition into a leadership role where I can apply my dynamic skills and unwavering dedication to drive team success and contribute to the company's strategic objectives.

EDUCATION

Master of Business Administration (M.B.A.), December 2020

Major: Master of Business Administration
The Citadel Graduate College, Charleston, SC
Accredited by AACSB-International Association to Advance Collegiate Schools of Business

Bachelor of Business Administration (B.B.A.), July 2016

Major: Finance
University of West Georgia, Carrollton, GA
Accredited by AACSB-International Association to Advance Collegiate Schools of Business

EXPERIENCE

Lockheed Martin, Marietta GA & Palmdale CA; Jan 2017-Present
Senior Financial Management (Oct 2022 – Present)

- Create and present reports to VPs and Directors on Capital Project expenditure status and mitigating actions for projects at risk to meet YE forecasts.
- Develop and maintain a dynamic Opportunity and Risk Management workbook to effectively visualize financial data for capital projects.
- Host regular meetings to review and analyze capital project budgets, adeptly identifying risks and opportunities for savings. Proactively drive actionable decisions based on insights gleaned from these assessments.
- Assist in determining, analyzing, and providing capital midyear assessment financials in middle of year to rework spend plan with Corporate Treasury.
- Calculate and analyze ROI for capital projects to measure performance and inform strategic decision making.
- Assessing depreciation schedules for capital projects, ensuring accurate financial reporting and compliance with accounting standards.

Financial Management (Jun 2021-Sept 2022)

- Create user-friendly Tableau and Excel reports for portfolio and project managers to help analyze and proactively manage their Capital projects.
- Maintain ongoing status of Capital Project expenditures and prepare an overall performance assessment for leadership.
- Create monthly capital expenditure reports to show YTD spending of capital projects compared to their forecasts and provide drivers and mitigation actions if projects are behind.
- Assist in determining, analyzing, and providing capital midyear assessment financials in middle of year to rework spend plan with Corporate Treasury.

Financial Analyst (Aug 2019-May 2021)

- Provided monthly occupancy reports that broke down occupancy expenses by category and provide Manufacturing % of Occupancy.
- Approved overhead projects by confirming if there is enough budget to proceed with the job and making sure correct accounting is being applied.
- Maintained ongoing status of overhead funding for plant and prepared an overall performance assessment on a quarterly basis for leadership.
- Created reports to assist in planning for the following year's overhead expenses. Report includes showing prior and current year actuals and planned future overhead project expenses to help forecast how much will be needed for the following year.

Financial Analyst Associate (Jan 2017-Jul 2019)

- Provided detailed overhead expenditure reports to Management showing YTD spending and percentage of budget remaining.
- Created monthly direct labor reports to show if direct employees are charging at least 50% of their labor to direct charges.
- Created monthly inventory reports to make sure the asset management software's balance reconciles with our G/L balance reported in SAP.
- Ran ad-hoc reports whenever requested using SAP, EDW Oracle, Maximo and other software.

Extension Express Inc, Tucker GA;

July 2017-Aug 2018

Data Analyst

- Conducted in-depth analysis of healthcare revenue cycle management (RCM) data to identify trends, patterns, and opportunities for process improvement.
- Collaborated with cross-functional teams to develop and implement data-driven strategies to optimize claim insurance denials and insurance follow-ups.
- Generated comprehensive reports and dashboards using Excel and Google Sheets to visualize key performance indicators and metrics related to RCM processes.
- Contributed to the development and enhancement of RCM systems and software to improve efficiency and accuracy in financial transactions.
- Provided strategic insights and recommendations to senior management based on data analysis findings to support decision-making and business growth initiatives.

ABO Gear LLC, Decatur GA;

May 2015-Oct 2016

Purchasing Administrator & AR Specialist (May 2016-Oct 2016)

- Created Excel models to keep up with company's inventory. Models include formulas to project future sales, forecast seasonal sales, calculate best stocking levels, and reorder points.
- Made sure international containers came in efficiently clearing customs.
- Contributed analyses to management on company margins, total sales, category sales and raw material allocation.
- Managed operational and financial metrics for domestic and international purchases.
- Validated clientele credit claims if validated issue credit memos.
- Negotiated payment options with clientele that have past due balances.

Accounting Specialist (May 2015-May 2016)

- Entered incoming payments into QuickBooks daily.
- Reconciled bank accounts.
- Contributed to the creation of financial statements, including the Income Statement, Balance Sheet, and Cash Flow Statement, ensuring accuracy and compliance.
- Developed weekly AR aging reports and assisted with collections on small and large retailers including Walmart, Target, Home Depot and TJX.
- Created monthly detailed commission reports for sales reps using Excel (pivot table).
- Processed payroll for employees on a biweekly period.

Publix Supermarkets, Tucker GA;

July 2008-April 2014

Customer Service Staff

- Provided professional and friendly customer service.
- Answered phone calls and process store exchanges or refunds.
- Operated cash registers.
- Counted tills at the end of night.

**CERTIFICATIONS/
SPECIALIZATIONS**

QuickBooks Online, Intuit

Dec 2022

Data Visualization with Tableau, Coursera, UC Davis

Dec 2022

Finance & Quantitative Modeling for Analysts, Coursera, University of Pennsylvania

May 2020

Mastering Data Analysis in Excel, Coursera, Duke University

Oct 2018

Business Metrics for Data-Driven Companies, Coursera, Duke University

Sep 2016

SKILLS

Financial Analysis and Reporting

MS Office (Excel Expert)

Budgeting and Forecasting

SAP and ERP Systems

Data Visualization (Tableau Expert)

QuickBooks (Certified ProAdvisor)

Financial Modeling

Ratio Analysis and Performance Metrics

Risk Management and Mitigation
Capital Expenditure Analysis

Strategic Financial Planning and Decision Making
Creation of Major Financial Statements

**HONORS
AND AWARDS**

National Society of Leadership and Success Nominee
University of West Georgia Finance Club Alumni
Named to the Dean's list for high scholastic achievement, July 2014

**COMMUNITY
SERVICE**

Volunteered with Trashie Yoga, 2023
Volunteered at 1DayLA, 2021
Volunteered at Stone Mountain Elementary, 2009-2010
Volunteered at Jessie Davis Park, 2012
Assisted in collecting donations to build the new St. Mary Ethiopian Orthodox Church, 2006-2010