

# WILLIE SUBLET III

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Strategic Leadership | Operational Excellence | Lean Six Sigma

## PROFESSIONAL SUMMARY

Accomplished leader with over 10 years of experience in administrative services, strategic planning, operational efficiency, and team development. Proven expertise in aligning organizational objectives with efficient service delivery, driving innovation, and fostering inclusive environments. Skilled in managing relationships with stakeholders at all levels, implementing transformative solutions, and leveraging technology to enhance productivity. Adept at leading change management efforts and coaching high-performing teams across geographically dispersed locations. Known for strong executive presence, data-driven decision-making, and ability to deliver results in dynamic and fast-paced environments.

## AREAS OF EXPERTISE

Operational & Financial Management | Lean Six Sigma (Green Belt) | Strategic Project Management | Employee Engagement | Cross-Functional Collaboration | Data Analysis & Metrics Development | Process Improvement | Leadership Development | Change Management | Communication Strategy | Talent Acquisition & Development | Organizational Efficiency | Stakeholder Engagement | Data-Driven Decision Making | Team Coaching

## PROFESSIONAL EXPERIENCE

### Dallas/Fort Worth Alliance of Black Accountants - Dallas, TX

#### President

Nov 2022 - Present

- Organizational Rebranding:** Directed the strategic rebranding of the organization, modernizing its identity, visibility and member engagement, resulting in a 25% rise in membership and a 20% boost in event attendance within the first year.
- Board Leadership & Development:** Chaired a 20-member Board of Directors, implementing tailored professional development plans aligned with members' career goals. Improved board engagement by 40% and retention by 35%.
- Strategic Planning:** Designed and executed a 5-year strategic plan using the Balanced Scorecard framework, setting clear KPIs and timelines to ensure 85% of initiatives were completed on time.
- Financial & Operational Restructure:** Overhauled organizational operations, introducing new compliance-focused policies and reducing overhead costs by 30%, while increasing efficiency through streamlined workflows.
- Revenue Diversification:** Launched a grants team, securing three new partnerships and increasing grant funding revenue by 35% within the first year.
- Student Symposium Leadership:** Served as Executive Sponsor for the annual Student Symposium, connecting 100+ students with 30 corporate employers and increasing event participation by 15% year-over-year.
- Educational Partnerships:** Strengthened relationships with colleges, community colleges, and high schools, creating talent pipelines that led to a 20% increase in internship and full-time hiring opportunities for students.

### RSM US LLP - Dallas, TX

#### North Texas Inclusion Leader | Talent Specialist

Jan 2023 - Aug 2024

- Strategic Planning & Leadership:** Spearheaded administrative services initiatives across a multi-state region, aligning with organizational priorities to drive a 25% improvement in operational efficiency. Partnered with functional leaders to establish administrative priorities and implement innovative solutions.
- Project Management & Process Optimization:** Directed high-impact projects, including redesigning internal processes to reduce onboarding time by 20% and increase productivity through tools like Workday and ServiceNow. Leveraged Lean Six Sigma methodologies to streamline operations and reduce administrative workload by 40%.
- Team Development & Coaching:** Managed and motivated a team of 15, achieving performance goals and fostering professional growth through targeted initiatives. Built strong relationships with offshore teams, driving a 30% improvement in workflow efficiency through technology integration and collaboration.
- Data-Driven Decision-Making:** Established and tracked DEI metrics, providing actionable insights that increased program effectiveness by 20%. Guided decision-making with data analysis to align retention and development programs with organizational goals.

- **Onboarding & Integration:** Managed the seamless onboarding of over 2,000 employees, including both experienced professionals and campus recruits. Coordinated efforts across HR, Payroll, and Learning & Development (LPD) teams, ensuring a smooth transition and driving a 30% increase in new hire satisfaction.
- **Cloud-Based Documentation & Knowledge Management:** Optimized cloud-based documentation processes, improving accuracy by 70% and decreasing retrieval times for critical HR data by 25%. Consistently updated and maintained knowledge documents, resulting in a 40% reduction in inquiry resolution time.
- **Diversity & Inclusion Leadership:** Appointed to the National Steering Committee for the African American Employee Network Group (ENG), mentoring emerging leaders and driving initiatives that enhanced diversity and inclusion, resulting in a more inclusive workplace culture.

## Chief of Staff | Central Region Project Coordinator - Operations

Nov 2018 - Jan 2023

- **Strategic Leadership & Execution:** Directed key initiatives within the Central Region, providing strategic oversight and ensuring alignment with corporate goals. Collaborated with senior leaders to identify critical gaps, implementing workflows that enhanced operational efficiency by 20%.
- **Executive Office Operations:** Managed the daily operations for the National Tax Strategic Management Leader's office, coordinating long-range planning and ensuring consistent leadership presence. Stepped in during leader absences to maintain project continuity and momentum.
- **High-Impact Project Management:** Directed multiple complex, high-stakes projects, ensuring timely completion and successful mitigation of risks. Delivered projects with a consistent track record of exceeding timelines and achieving above-average completion rates.
- **Cross-Functional Collaboration:** Acted as a liaison between the National Tax Strategic Management Leader, the Tax Leadership Team, and Central Regional Leaders, facilitating communication and collaboration across regions, resulting in a 35% improvement in cross-regional teamwork to drive strategic initiatives.
- **Operational Process Improvement:** Drove continuous improvement efforts, introducing productivity tools and repeatable processes across service lines, leading to significant operational enhancements.
- **Thought Leadership & Innovation:** Spearheaded the Tax Practice Advisory Council's think tank, facilitating strategic discussions that generated actionable insights, contributing to a 15% improvement in tax practice innovation.
- **DEI Advocacy:** Served as the Executive Sponsor for the African American Employee Network Group (ENG), leading initiatives that championed diversity and inclusion, increased engagement by 25%, and created a more inclusive culture.

## EY – Dallas, TX

### Business Development Operations Champion

May 2013 - Nov 2018

- **Cross-Departmental Leadership & Project Execution:** Coordinated efforts between multiple departments to streamline project execution, reducing delivery times by 20% and ensuring alignment across teams to achieve business objectives.
- **Policy Development & Research:** Led the development and implementation of policies and research practices, leveraging specialized knowledge to drive efficiency, meet critical deadlines, and contribute to overall organizational success.
- **Talent Development & Community Engagement:** Mentored emerging leaders and created programs to enhance professional growth and engagement. Led community outreach initiatives, including the United Way CBS Campaign, achieving a 15% increase in participation and successfully surpassing the \$1.1M fundraising goal.
- **Data Analysis & Decision Making:** Conducted comprehensive research and analysis of complex data sets, enabling data-driven decision-making and maintaining project momentum.
- **Professional Development Leadership:** Led initiatives as the Professional Development Chair for the Black Professional Network, driving programs that advanced the professional growth of network members. Additionally, served as VP of Education and VP of Membership for the firm-sponsored Toastmasters public speaking group, fostering a culture of continuous learning and development, and increasing member engagement.

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## EDUCATION

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<b>PhD in Organizational Leadership</b> (~2027)	<b>Master   Management</b> (2024)	<b>Bachelor   Organizational Leadership</b> (2022)
Adler University - Chicago	Texas A&M University – Commerce	Texas A&M University – Commerce

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## PROFESSIONAL AFFILIATIONS

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**President / Board Chair**, Dallas/Fort Worth Alliance of Black Accountants

Led strategic rebranding efforts, increasing organizational visibility and forming key partnerships with 30 campuses.

**Social Engagement Chair**, Leadership Fort Worth

Coordinated social and volunteer opportunities, fostering community and professional development.

**Accounting Advisory Committee Co-Chair**, Dallas College

Advise on accounting curriculum, leveraging corporate hiring experience, extensive finance and academic networks, and nonprofit leadership to prepare future leaders.

**Board Member / Development Committee**, KidsWhoCare

Directed fundraising strategies that achieved a 15% growth in annual donations.