

- Set-up new company, Marine Technologies, Inc. (manufacturing and distribution entity), from the initial filings with state and federal agencies, to the establishment of policy & procedures and implementation of new computer software

Accountant/Business Consultant for Safety Harbor Development Corp. and Safety Harbor Homes, Inc. (3 years)

- Converted manual accounting for 2 companies to a new computer system
- Initial set-up of each company's computerized reporting structure
- Designed and implemented custom job-costing system
- Wrote company-wide Policy and Procedure Manual
- Responsible for the initial setup and ongoing preparation of monthly divisional and consolidated financial statements

While on assignment in a **Consultant** capacity to Building Industry Assoc. (BIA)

- Reviewed, corrected and adjusted past years monthly financial statements
- Set-up accounting applications on new computer system
- Assisted in the hiring and training of a new Accounting Manager
- Developed written procedures for all computerized accounting & operational functions

Controller for State Distributing Corporation, Inc. (3 years)

- Responsible for overall accounting functions, including sales, order entry, billing, collections, inventory control, and departmental reporting
- Prepared budgets and forecasts, changed the financial reporting structure by creating divisional and consolidated financial statements
- Restructured existing accounting functions, and wrote Policy & Procedures manual.
- Provided guidance to sales, accounting, and warehouse staff on the operation of the newly installed IBM System 38 computer system

CFO for Computerized Management Decisions, Inc. (5 years)

- Initially responsible for the finance and accounting areas as Controller
- Acted in a part-time consulting capacity to our customers in implementing their accounting software applications on their newly purchased IBM and DEC computer systems
- Promoted to Director of Operations. Converted the existing accounting functions from an IBM System 34 computer system to a new DEC 11/70 system
- Initiated the startup and implementation of the new Computer Equipment Leasing & Rental division, and the new Computer Equipment Service Repair & Maintenance division
- Separated the corporate structure into 6 divisions for reporting and functional purposes
- Promoted to CFO, responsible for 4 divisions (3 managers, the Controller, and 25 employees)

Controller for Shelby Steel Distributors, Inc. (2 years)

- Responsible for overall management of accounting and credit functions for four regional divisions in 3 states, while establishing a new Credit Dept and hiring a Credit Manager
- Evaluated and revised existing policies and procedures, in determining the effectiveness of the computer applications in the Distribution arena
- Maintained ongoing budgeting and forecasting, preparation of monthly divisional and consolidated financial statements, and corporate income taxes

Staff Auditor for Price Waterhouse, CPAs (2 ½ years)

- Performed both operational and financial audits in most areas of business including manufacturing, legal, construction, services and non-profit organizations
- Corporate and individual tax reporting

Community Involvement

Member, First Christian Church
 Pop Warner and YMCA Football Coach – 11 years
 YMCA Basketball Coach – 5 years
 Boy Scouts of America – 9 years
 Ft Myers Resident – 18 years