

Financial, project management and IT skills & experience

Contact Information

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Areas of Competency

Financial Modeling
Forecasting
Budgeting
Reporting & Analysis
Project Management
Contract Management
Risk Management
Capital Planning
Information Technology Implementation
Software Selection
Facilities
RFP Writing and Evaluation
Proposal Writing & Presenting
Statistical & Data Analysis
Emergency Planning
Grant Writing

Industry Experience

Manufacturing
Software Development
DOD IT Contracting

Computer Applications

Microsoft Excel - Expert level
Microsoft Project – IIL Orange Belt Cert.
Ellucian (Datatel) Colleague - ERP for Higher Education
FRX - Financial reporting tool in Microsoft Dynamics
Synoptix
Microsoft Office
Informer - Report writer
Maximo – Asset/facilities management
JobTrak
SAS
InfoBuilder Focus

Education/Qualifications

- M.B.A. - Miami University
Oxford, Ohio
- B.S. (Economics/Finance) -
University of Dayton
- Certified Management Accountant
No. 3049 – Inactive
- Certified PMP (Project Management
Professional) – Inactive
- Masters Certificate in Project
Management – George Washington
University/ESI

Contributing to Your Organization

Dan is a financial professional and project manager for your organization's special projects. He has demonstrated an innovative ability to use information technology to improve processes, analyze data, and do planning, forecasting, reporting, and analysis. Dan is an excellent writer, presenter, public speaker, and facilitator.

Principal Areas of Experience

Dan has experience as a CFO, CIO, Controller, Corporate Financial Planner/Analyst, Project Manager, IT Manager, and Business/Systems Analyst.

Major Projects by Industry

Contract Manufacturing (Machining, Fabricating, Coating)

- Managed accounting staff and functions including accounts payable, accounts receivable, and labor reporting.
- Administered integrated accounting, job costing, and manufacturing information system.
- Replaced ratio-based budgeting system with a resource-driven, departmental budgeting process.
- Performed weekly cash-flow forecasts.

Industrial Product Manufacturing (Fortune 500)

- Performed financial analysis in support of officers and managers negotiating joint ventures, sales contracts, and supply agreements with a variety of business partners including Navistar International and Chrysler Motors.
- Reviewed and coordinated requests for capital appropriations.
- Performed forecasting, budgeting, budget consolidation, and planning at the corporate level.
- Maintained and documented primary decision support tool - the Financial Analysis Model.
- Performed statistical analysis for special projects using SAS.

Software Development

- Managed IT projects for software development, implementation, security & quality assurance.
- Created large-scale project plans and schedules using Microsoft Project.
- Managed a Quality Assurance Department on an interim basis.
- Performed business analysis and wrote functional requirements.
- Designed replacement of Voice of the Customer System - led software development and implementation team.

Higher Education

- Served as CIO then CFO.
- Presented budgets, forecasts, financial reports, and capital funding plans to Board of Trustees.
- Vetted business contracts with legal counsel.
- Designed and implemented zero-based budgeting system.
- Planned and secured financing for new construction and renovation project using \$7.5M of tax-free bonds/notes and \$3.4M of state, capital appropriations.
- Implemented all-inclusive, GAAP-based budgeting, forecasting, and reporting processes resulting in stable cash flow and restored financial ratios to healthy levels.
- Fiscal Manager for \$2M Dept. of Labor Grant with multiple subgrantees.
- Collaboratively wrote grant application that resulted in \$456K Energy Efficiency Conservation Block Grant.
- Wrote procurement policy.
- Outsourced college bookstore to stabilize cash flow and improve services offered.
- Performed RFP process for full-service HVAC maintenance contract and energy conservation measures.
- Upgraded campus security contractor, processes, and manual.
- Chaired Ohio Association of Community Colleges (OACC) Fiscal Officers Group
- Served on OACC Risk Management Consortium Steering Committee
- Served on Ohio Board of Regents & OACC State Subsidy Consultations
- Initiated and championed energy master planning that resulted in a 39% reduction in energy usage.
- Directed various facility renovation projects.

U.S. Department of Defense IT Contracting

- Assistant Manager of Development for the Facilities Equipment Maintenance Project on the Defense Enterprise Integration Services program - supervised all team leads.
- Managed Maintenance Programming Department and Help Desk for the Depot Maintenance Management Information System (DMMIS) for the Joint Logistics Services Command.
- Served as Release Manager for delivering a new module of an integrated manufacturing system (DMMIS) in a Capability Maturity Model Level 3 environment.