

Roberta E. Peterson

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SENIOR FINANCE MANAGEMENT PROFESSIONAL

Controller / VP of Finance / Director of Finance

Forward-thinking, hands-on **Finance Executive** with 15-year career providing a competitive advantage in areas of finance, human resource, and information technology leadership for both public and private organizations.

Passion for streamlining and simplifying complicated systems with consistent contributions to bottom-line efficiency. Solid strategic planning and approachable management style combined with corporate finance qualifications. **Fully literate in cutting-edge financial technology tools and software applications.**

Areas of Expertise / Technology Skills

Budgeting & Cash Flow Optimization	Team Building & Leadership	Windows 2000
Productivity & Efficiency Improvement	Cost Reduction & Avoidance	Microsoft Office (Word, Excel, Access, PowerPoint)
Organizational Development & Restructuring	Acquisition & Integration	Dun & Bradstreet Financial Software
Hands-on Information Systems Management	Profit & Loss Responsibility	McCormack & Dodge Software
Banking, Lending & Investment	Human Resource Administration	

Career Path

COMPANY NAME, Peoria, Illinois **1994–Present**
Privately owned company voted “Best of Peoria” as most comprehensive worldwide distributor of office products and business interiors in Illinois. 160 employees employed at six locations in three Midwestern states.

Controller

Hold full P&L responsibility, oversee all financial duties (A/P, A/R, general ledger, sales accounting, tax and audit, etc.), and lead Human Resource and Information Systems departments for Midwest operations. Serve as member of eight-person executive team and act as liaison with full signatory authority for all transactions.

Financial / Organizational Leadership:

- Teamed with company owners to negotiate 1998 acquisition of top competitor. Developed comprehensive integration program allowing 100% retention of key staff.
- Established verbal communication and implemented team-oriented culture. Developed inclusive program building team cohesiveness, morale, and company pride and loyalty by sharing financial information with management team.
- Collaborated with professional firm to thoroughly examine and carry out financial and legal conversion from C Corporation to S Corporation status.

Technology Innovations:

- Spearheaded eBusiness online ordering system resulting in 50% of supply sales generated through Internet. Implementation of automated sales reduced expenses significantly, including a 33% reduction in force (RIF).
- Streamlined processes by working with MIS Department to implement Windows 2000-based WAN (wide-area network) statewide. Negotiated with vendors for hardware and telecommunications services. Created process of redundancy for emergency backup plan. Innovative implementation recognized by Microsoft Corp.
- Founded successful furniture business user group for members to share IT solutions. Established IT and Controller annual conference for users.

Career Path *(continued)*

CARSON PIRIE SCOTT, Aurora, Illinois

1983–1994

Department store chain with 55 store locations in six Midwestern states. Company is currently a part of Saks Department Store Group (Fortune 500 Saks Incorporated).

Director of Financial Planning

Led operation and development of three-member Corporate Price Control Office and 11-member Corporate Sales Audit Department. Worked closely with all levels of management to ensure accurate expense budgets, monthly forecasts, and financial analysis for 55 stores with annual revenues ranging from \$4.5 million to \$27 million. Managed financial reports generated from the McCormack & Dodge General Ledger.

Provided human resource requirements (annual performance reviews, adherence to HR policies, interviews, and disciplinary counseling) for five executives and 10 hourly associates. Managed individual store year-end inventories as part of Finance & Control Division team—assigned three of the four highest volume stores for four years running. Reported directly to Controller.

Career Milestones:

- Pioneered a computer-based budgeting program utilizing McCormack & Dodge Ledger and Lotus spreadsheets. Designed, coordinated, and implemented ‘by-store’ P&L reporting and Superstructure Reporting to effectively report consolidated financial reports.
- Integrated J.R. Brandeis A/P systems into Younkers system after corporate takeover. Met goal of zero consumer impact during back-office adjustments for short-term assimilation and long-term integration.
- Dramatically reduced expenses by 75%. Designed and distributed Lotus programs to automate payroll budget entry and calculation. Established a monthly forecasting system to manage expenses company-wide.
- Managed successful integration of another store acquisition into Carson Pirie Scott Expense system. Trained 100-member buyers and assistant buyers team, including Divisional Vice President, on expense numbering system while managing Prange Price Change System use and integration.
- Invited by Dun and Bradstreet Alliance User Conference (Chicago, 1992) to present innovative Superstructure Reporting Seminar.
- Asked to develop unique reporting structures curriculum and train 20 executive-level financial participants using McCormack & Dodge software.
- Promoted consistently throughout career from early positions as Assistant Store Manager; Assistant Accounts Payable Manager; Price Control, Expense Budget, and Expense Payable Manager.

Education / Leadership Development

MBA, Business Administration, Drake University, Des Moines, IA 1988

Bachelor of Science, Business Administration, Iowa State University, Ames, IA 1982

Community Leadership

Finance Committee, Community Opportunity Center, Peoria, Illinois
(Living establishment for mentally challenged individuals)