

TIFFINEY GAMBILL
678-243-9613
cgambill@georgiasouthern.edu

EDUCATION

Graduate ERP Certificate,

Georgia Southern University, Statesboro, GA
○ SAP Certified Associate Program

Master of Business Administration,

Kennesaw State University, Kennesaw, GA
○ Study Abroad Participant – Japan

Bachelor of Business Administration, Marketing,

Kennesaw State University, Kennesaw, GA
○ GA Hope Scholarship Recipient
○ Labroff Scholarship Recipient
○ Study Abroad Participant – Mexico
○ Magna Cum Laude

EXPERIENCE

Visiting Instructor – Georgia Southern University, Statesboro, GA, August 2020 – Present **Department of Enterprise Systems and Analytics**

- CISM 3131
- CISM 2530

Adjunct Instructor – Georgia Southern University, Statesboro, GA, January 2020 – July 2020 **Department of Enterprise Systems and Analytics**

- CISM 3131
- CISM 2530 (summer term only)

Director, Business Services, Division of Facilities Services – Georgia Southern University, Statesboro, GA, November 2016 – May 2019

Facility Services – Responsible for the Division's multi-million-dollar personnel and operating budgets. Led and managed the Personnel, Financial, Contract Services, Service Response, and Lockshop teams ensuring deadlines were met or exceeded. Spearheaded the implementation of Human Resources policies, programs, and practices throughout the Division.

- Developed a reorganization plan to build in proper levels of control and qualified resources
- Improved processes utilizing a controls matrix to address and respond to risk
- Led cutover project incorporating the Armstrong and Liberty campuses into the work order system (CMMS) of the legacy campus
- Oversaw creation of a new Access Control Policy encompassing all consolidated campuses which was approved by the President's Cabinet
- Partnered with the Office of Financial Accounting and Facilities Planning, Design, and Construction to accurately track year-end spending and provided status updates in weekly meetings with the Vice President of Business and Finance
- Successfully led the annual renewal of over 30 maintenance contracts complying with State purchasing policies
- Confirmed the accuracy of consolidated positions for the Division and posted over 70 positions meeting all deadlines set by the consolidation hiring process enacted by the Board of Regents including budget and incumbent tracking

- Revamped financial processes and reconciliations to include use of technology, accuracy checks, analysis, and review
- Worked with key contacts in Human Resources and Legal to ensure the Division's practices met the needs and requirements of the university
- Provided detailed feedback to 5 direct reports through the annual performance evaluation process which also included goal setting and training plans for each team member
- Structured each team in Business Services to utilize student employees and provide opportunities for students to enhance their textbook knowledge by applying it to the university's operational component
- Led Directors and Managers in the proper usage of Progressive Discipline
- Updated processes related to Public Works contracts to ensure compliance with State regulations

Accounting Information Systems Manager/Human Resources Manager (concurrent positions) - BCS, Inc., Atlanta, GA, October 2015 - July 2016

Facility Services – Evaluated the organization's current practices and general ledger system and made recommendations for process improvements and system upgrades/enhancements.

- Upgraded the IT infrastructure to support a future ERP system
- Implemented controls over the payroll process to improve completeness and accuracy of data and reporting
- Trained and supervised the Human Resources Generalist and Accounts Payable Clerk
- Procured and implemented a voice-automated labor collection application reducing back-end data aggregation time by 85%
- Processed all accounting for the company's Florida entity in the general ledger system
- Prepared customer profitability reports for CEO/VP
- Led CFO in correcting journal entries for the Georgia entity
- Revised the Employee Handbook to meet federal and state requirements
- Reviewed qualifications of and determined workload for temporary staff
- Streamlined the new hire on-boarding process including document submission, retention, and storage
- Formalized the documentation and delivery of the benefits enrollment package

The Paradies Shops, Atlanta, GA, January 2014 - September 2015 (multiple positions)

Airport Concessionaire/Retail – Managed all reporting requirements (including lender packages, private equity partner statements, and internal reporting), implemented processes and procedures for capturing, maintaining, and reporting accurate monthly and annual financial data.

Financial Reporting Manager - August 2014 - September 2015

- Coordinated multiple sessions of change management training for the accounting department (The Paradies Shops was purchased in 2015 by a publicly held French organization and is now known as "Paradies Lagardere")
- Directly supervised 3 Senior Accountants and indirectly supervised a department of over 20 Senior and Staff Accountants
- Oversaw monthly and annual budget analysis at consolidated and G&A levels for all Balance Sheet and Income Statement accounts
- Managed internal and external cross-functional resources spanning 8 separate projects to accurately classify over \$12 million in capital IT expenditures
- Led project to automate manual monthly process of enplanement data utilizing the company's business intelligence application
- Performed manual, complex, multi-company consolidations
- Completed formal and informal performance reviews of direct reports, team members, and peers
- Received "Finance Rookie of the Year" award

Lease Accounting Senior - March 2014 - August 2014

- Directly supervised 2 Staff Accountants
- Promoted to cross-functional Accounting Senior after 2 months with the company
- Led team in successful completion of numerous operational audits
- Performed primary review of straight-line lease analyses for compliance with GAAP
- Consulted with FP&A regarding monthly and annual rent expense budgets
- Summarized and analyzed monthly consolidated rent expense activity for over 80 retail locations totaling \$12+ million

Financial Reporting Senior - January 2014 - August 2014

- Created and led a cross-functional Senior Accountant Team to gain month-end efficiencies and other operational improvements throughout the department
- Directly supervised Staff Accountant
- Compiled and analyzed monthly financial data for all internal and external reporting (\$500 million revenue)
- Developed and implemented formal month-end close procedures
- Aggregated, analyzed, and provided all financial data for the company's annual external valuation analysis

Accountant - American Tower Corporation, Atlanta, GA, 2013 - 2014

Technology - Executed monthly close activities including account reconciliations, journal entry preparation, and account analysis.

- Completed monthly financial close activities in the ERP system
- Facilitated workshops and recommended process improvements and solution customizations for the ERP upgrade
- Prepared recurring and non-recurring journal entries related to fixed asset accounts
- Performed balance sheet reconciliations between the sub-ledger and general ledger
- Analyzed construction-in-progress assets for monthly expense accrual and presented findings to the Director of Accounting
- Continually developed and implemented monthly close process improvements
- Created variance analysis for monthly and quarterly processes including retirements and disposals, project aging, and ad-hoc requests

Experienced Audit Associate - PwC, Atlanta, GA/Charlotte, NC, 2009 - 2012

Financial Services - Performed audits of private and public banking institutions, insurance service firms, real estate investment companies, and employee benefit plans.

- Lead Audit Associate for 5 farm-credit banking institution audits
- Developed, documented, and performed audit testing strategy for all material financial statement line items including loans, troubled debt restructurings, cash and patronage
- Managed new staff member training, feedback, and work product for 11 staff members
- Designed and conducted detail testing procedures for a first-time engagement of an extended vehicle warranty provider

Financial Reporting - Performed Form 10-Q and Form 10-K tie-outs for a \$2.2 trillion global banking institution.

- Increased efficiency and quality of the tie-out process through the redesign and implementation of a new tie-out system
- Aggregated, analyzed, and documented data obtained from the client's SEC Reporting team
- Developed and executed queries to obtain data from the client's proprietary general ledger reporting system
- Spearheaded a training initiative for new team members
- Developed new audit associates and interns through informal and formal written evaluations
- Performed quarterly substantive analytical procedures

- Researched and documented client's entity-level controls
- Compliance** - Conducted detailed SOX compliance control testing.
- Participated in the project planning phase and contributed ideas to address overall project testing efficiency and effectiveness
- Reviewed the work of Internal Audit and reperformed testing procedures
- Performed internal control over financial reporting testing as related to various business areas including financial reporting, accounts payable, allowance for credit losses and goodwill
- Summarized regulatory communications for Partners and Senior Managers
- Interviewed clients and documented narratives for disclosure control project (post acquisition)
- Allowance for Credit Losses** - Performed detail testing and model validation over client's \$43 billion ACL account.
- Compiled and analyzed industry data for benchmarking
- Primary coach and reviewer of new associate's work product
- Researched and documented client's ACL methodology
- Updated the engagement team's understanding of the client's methodology and performed rollforward procedures over the reserve for unfunded lending commitments
- Interviewed key client contacts and performed analysis over material delinquent loans while assessing impact on the appropriateness of the ACL

PROFESSIONAL DEVELOPMENT

- 2020 USG Ethics Training, January 2020
- Manager Self Service – User Acceptance Training, March 2019
- Keystone Software Live Training, February 2019
- Deister Digital Key Box Training, February 2019
- Business Objects – Financial Reporting, August 2018
- CM at-Risk in Georgia, August 2018
- Carl Vinson – CIP, August 2018
- Excelling as a Manager or Supervisor, July 2018
- 25Live, June 2018
- TMA Systems Annual User Conference, April 2018
- APPA – Institute of Facilities Management – General Track, January 2018
- USG Facilities Officers Conference, October 2017

TECHNICAL EXPERIENCE

- SAP ECC6 Core Business Processes – End User
- People Admin, ADP, OneUSG Connect/Oracle PeopleSoft, Business Objects/SAP Crystal Reports
- Oracle R12 – Fixed Asset Module
- Microsoft Dynamics GP v. 14
- QuickBooks Enterprise
- Microsoft Office Suite