

OBJECTIVE:

I want to use my education, business, and financial experience to optimize Alaska's resources for all Alaskans.

EDUCATION:

Harvard University, Cambridge, MA

B.A., Economics, 1983

CAREER PROFILE:

- Alaska resident since 1980.
- Detail-oriented, efficient, and organized professional with extensive experience in budgets and accounting systems.
- Possess strong analytical and problem solving skills, with the ability to make well thought out decisions.
- Excellent written and verbal communication skills.
- Highly trustworthy, discreet and ethical.
- Resourceful in the completion of projects, effective at multi-tasking.

EXPERIENCE:

Land's End Acquisition Corp

Homer, AK

Vice-President and Secretary

1988-Current

- Prepared financial reports and analysis for daily operations, audits, tax returns, annual Board of Directors meetings, and construction projects at Land's End (LE) and Land's End Lodges Development Corporation (LEDC) in Homer, Kenai Landing (KL) and Kenai Landing Commercial Condominium Association (KLCCA) in Kenai, and Van Gilder (VG) in Seward..
- Supervised Accounting staff in daily operations, including Revenue, Accounts Payable, Accounts Receivable, Payroll, and Human Resources.
- Coordinated and processed biweekly, quarterly, and annual payroll functions for 200+ employees.
- Liaison with bankers, insurers and solicitors regarding financial transactions and audits.
- Worked with KL's legal team to defend its underground gas storage rights in eminent domain case.

ARCO Alaska Inc

Anchorage, AK

Control Accountant

1985-1990

- Duties included project accounting and budgets, fixed asset accounting, DD&A, monthly financial estimates and analysis, Cook Inlet assets tax free property exchange, and payroll.

Facility Engineering Assistant

1984-1985

- Assisted Kuparuk and Cook Inlet engineers with projects, including on site inspections, repairs, and maintenance.

Computer Consultants of Alaska

Anchorage, AK

Accounting Programmer/Analyst

1983-1984

Nana Corporation

Prudhoe Bay, AK

Bull Cook at Nana Camp and Nabors Drilling Rig

1982

COMPUTER SKILLS:

Mastery of QuickBooks and all Microsoft Office products.