

# Sara S. Sample, CPA

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## Chief Financial Officer

### Objective

Senior CFO seeking top accounting management position or lead accountant for smaller, growing firm. Experienced in cost accounting and computer systems, with record of improving efficiencies and bottom line profitability, as well as cash flow. Responsible for risk management initiatives.

### Competencies

• Budgeting/Forecasting	• Hyperion	• Vendor Management	• Software Conversions
• G/L and Reconciliation	• Team Leadership	• Monthly Reports	• Research & Analysis
• Cash Management	• Cost Accounting	• JD Edwards	• Audits
• IPO Experience	• Contracts	• International Tax	• Bank Relationships

### Experience

#### NBG Company

January, 2009 – June, 2011 CFO

- Saved company significant funds on cost conversion through process involving teams from various departments. **Recognized by President** for leading all employees in effort.
- Supported senior management team with IPO spin off.
- **Re-wrote company protocol** for bidding on contracts, reducing bottlenecks.
- **Traveled to Mexico** twice for 3 days and then 2 days to set up books for Mexican subsidiary, including all international taxes.

May, 2004 – January, 2008 Controller / Accounting Manager

- Responsible for finances for 3 divisions' operating plans, annual forecasting and reporting, and daily flash reporting. Focused on **improving operating income** by a substantial amount over a two year period through primarily costing efforts.
- Won Division's coveted **Excellence in Management Award**, including trip to US Virgin Islands, by **increasing cash flow by several million dollars per year**.
- Supported purchasing in leading negotiations for improved cost savings with same vendors.

#### XDV Company

November, 1999 – February, 2004 Cost Accountant

- Identified costs for raw material and personnel, making recommendations which **saved the company at least \$5,000 per month**.
- Researched and reported on market fluctuations impacting net margins of existing lines and potential impact on NPI efforts. Served on 7 person project committee to **analyze market problems and create recommendations**, with specific attention to impact on new products.

### Education

CCV College – Bachelor of Science in Business Administration, 3.2 GPA, Anytown, IL, 1992-1995

BCQ Community College – Associates in Accounting, 3.5 GPA, Anytown, IL, 1989-1991

CPA in Virginia (originally passed exam in Illinois)

### Involvements

Membership Director of the AICPA, DC

Treasurer of the NVREDC, Virginia

Wednesday Night Supper Club Chairperson, BNG Church, Anytown, VA

Soccer League Travel Lead, U12 Boys, 2009-2011, Anycounty, VA

*(Set up league schedule for 38 teams and officiated at 2 road games per week over 5 month period.)*

*References Available Upon Request*