

Michael P. Walters

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QUALIFICATIONS SUMMARY

Financial Analyst and accounting professional with over 10 years' experience in assisting senior leadership with strategic financial management and accounting initiatives. Proven leader that has successfully streamlined processes and created cost effective accounting solutions. Expertise includes process improvement, variance analysis, adaptability, integrity, professionalism and a desire to learn and mentor.

PROFESSIONAL EXPERIENCE

ANDERSEN

Chicago, IL

Senior Associate, Financial Operations Analyst

Jan 2013 – Present

Go-to person to provide Managing Directors with asset management functions and prepare reports using a variety of techniques to assist with the analysis of revenue, profitability and personnel management.

Selected Transactions:

- Streamlined the bi-monthly inventory reporting process 95% (41 hours per year) by replacing canned reports with modifiable SQL based data extracts leading to firm-wide discussions of best practices.
- Efficiently compiled multiple years of net revenue data and used appropriate forecasting methods to assist in the annual operating plan, which verified overall Partner goals within 1.7%.
- Saved the firm \$95,000 in potentially lost revenue over a 3-year period by eliminating staff hours spent compiling billable time summaries by developing a report in Access that queried actuals.
- Developed a tool to budget staff hours that eliminated manual data entry of prior year estimates by linking Excel to the data source and locking the spreadsheet eliminating error, resulting in an interactive tool allowing for monthly variance analysis and monitoring of staff utilization statistics.
- Demonstrated to management the importance of utilizing technology by developing an invoice template in Excel that upholds Firm style standards and incorporating formulas, VBA, and macros.
- Documented and maintained the policies, procedures, and controls related to my position which assisted with the cross-training of my supervisor and supporting staff.
- Supervise the Billing Specialist: review work, suggest edits and sign off on final product.

Associate, State and Local Tax (SALT - Sales & Use)

Jan 2016 – June 2017

Selected Transactions:

- Performed multi-state sales & use tax compliance.
- Prepared and filed over 100 state and local sales & use tax returns (monthly/quarterly/annually), issued payments, and reconciled sales tax liability to sales tax collection reports provided by client.
- Logged and corresponded with jurisdictions to resolve notices each month.
- Used data mining to utilize credit carryforwards in appropriate jurisdictions more effectively.
- Researched statutes and regulations and drafted responses regarding resale certificates in California.
- Prepared multiple income tax returns of a foreign corporation (1120-F).
- Uploaded bills through third-party e-billing software.

CHICAGO TRIBUNE MEDIA GROUP (CTMG)

Chicago, IL

AR Analyst /Accountant

Aug 2007 – Nov 2012

Managed the billing, cash allocation, and uploading of bank lockbox information for cash postings of 2,000 domestic customers totaling \$32 million in annual sales. Developed, standardized, and wrote procedural manuals for department processes that improved revenue.

Selected Transactions:

- Decreased total aged AR balances 41% (\$288,000), improving days sales outstanding by 8 days year-over-year by proactively resolving customer issues, recognizing pay trends, and advising management when to stop services.
- Demonstrated leadership by aiding the assistant controller in completing projects including the uploading of journal entries and reconciling the unsecuritized accounts receivable for month end.
- Negotiated and recouped in excess of \$100,000 from 12 individual retail stores of a national chain within 1 quarter by communicating with all levels of management internally and externally, utilizing online technology to increase efficiencies 40%, and developing and documenting the process that led to a 100% collection rate moving forward.
- Created a report that calculates variance for the number of units being written-off at scan-based stores and pinpointed for management which stores to lower the number of products being delivered, saving the company over \$18,000 annually in bad debt write-offs.
- Saved in excess of \$5,000 annually in billing discrepancies, by identifying rate upload errors of 200 publications and monitoring the policy compliance of the responsible department.
- Evaluated and trained shared services staff during the outsourcing transition of billing and receivables functions by guiding new employees in the learning process, summarizing and prioritizing key issues and presenting them to both management teams.

WESTERN MICHIGAN UNIVERSITY

Kalamazoo, MI

Credit & Collections Clerk, Robert Half/Accountemps

Feb 2006 – Aug 2007

BANKERS LIFE & CASUALTY COMPANY

Kalamazoo, MI

Sales Representative

2005

PROFESSIONAL ASSOCIATIONS/ACCREDITATIONS

Institute of Management Accountants (IMA)

2014 – Present

- Certified Management Accountant (CMA) – Candidate
 - Sitting for Part 1 – Financial Planning, Performance and Analytics October 2020.

EDUCATION

University of San Francisco—School of Law

San Francisco, CA

Pursued graduate-level coursework in tax law

Western Michigan University—Haworth College of Business

Kalamazoo, MI

Bachelor of Business Administration in Finance

SOFTWARE

- Thomson Reuters: Checkpoint, WestLaw, Elite Webview \ Enterprise.
- MS Power BI.
- MS Excel: Functions (VLOOKUP \ INDEX MATCH), VBA, Macros, PivotTables, PowerPivot.
- MS Access, Structured Query Language (T-SQL), SQL Queries, TOAD, Python.
- Sage ERP MAS 200, Salesforce, SunGard Banner ERP.
- SAP Business Objects XI.
- PeopleSoft Financials 9.0.