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# MARY EVANS

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## SENIOR INFORMATION TECHNOLOGY SPECIALIST

VACANCY ANNOUNCEMENT #: DEU-MT-09-033

NB-2210-06/06

SOCIAL SECURITY NUMBER: 225-80-9825

CITIZENSHIP: U.S. CITIZEN

### PROFILE

High-powered, innovative, and dynamic executive offering more than 15 years of experience in designing, developing, and delivering successful cost-effective, high-performance technology and information systems solutions. Continuously seek innovative ways to improve operation productivity, through the introduction of new technologies, systems, methods, and controls. Proactive IT professional adept at championing business process improvements/cost reductions and identifying the most cost-effective, value-added IT solutions. Loyal and extremely effective in stressful situations.

Areas of expertise:

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|---|---|
| <input checked="" type="checkbox"/> ERP Systems Implementation and Upgrades | <input checked="" type="checkbox"/> Expert in PeopleSoft General Ledger   |
| <input checked="" type="checkbox"/> Knowledge of PeopleSoft Financials      | <input checked="" type="checkbox"/> Technical Support and Troubleshooting |
| <input checked="" type="checkbox"/> Organizational Development              | <input checked="" type="checkbox"/> Sarbanes-Oxley Implementation         |
| <input checked="" type="checkbox"/> Continuous Process Improvement          | <input checked="" type="checkbox"/> Innovative System Solutions           |
| <input checked="" type="checkbox"/> Budget and Time Management              | <input checked="" type="checkbox"/> Multi-Discipline Team Leadership      |
| <input checked="" type="checkbox"/> Business Operations Management          | <input checked="" type="checkbox"/> Strategic Planning                    |

### PROFESSIONAL EXPERIENCE

#### DIRECTOR-ACCOUNTING SERVICES

NOV 2007-PRESENT

Fannie Mae

3900 Wisconsin Avenue, Northwest Washington, DC 20016

Hours per Week: 40 Hours

Annual Salary: \$133,900 + \$26,000 Bonus + Stock

Supervisor: Joseph Schodrowski, may not be contacted

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Provide leadership and direction to a team of contractors and employees responsible for maintaining and implementing the PeopleSoft Financials ERP Back Office package. Performed multifaceted functions such as building and establishing the PeopleSoft team; coordinating the upgrade of the PeopleSoft general ledger; implementing new accounting system (Chart of Accounts); conducting continuous evaluation of processes and procedures; as well as overseeing the ongoing processing of the PeopleSoft GL and evolution of restatement processing integration within the production environment.

- Successfully coordinated and accomplished filing of 10Qs and 10K in 2007 through providing effective guidance and assistance to contractors and employees.
- Effectively directed the upgrade of PeopleSoft General Ledger system from version 8.4 to 9.0 as well as acted as the chief POC for upgrade from version 8.4 to 9.0.
- Meticulously facilitated application testing of all upgrades to evaluate functionality and improvements; worked with all levels of management while performing testing efforts, from business users to members of the technology team and partners.
- Worked collaboratively with senior-level management in implementing and evaluating the new Chart of Accounts.

**MANAGER****AUG 2005-NOV 2007**

Fannie Mae

3900 Wisconsin Avenue, Northwest Washington, DC 20016

Hours per Week: 40 Hours

Annual Salary: \$113,000 + \$10,000 Bonus

Supervisor: Terry Weber, 240.497.1696, may be contacted

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Oversaw and coordinated various PeopleSoft General Ledger environments including Production processing and Restatement processing. Assumed multiple responsibilities such as supervising 12 contractors; performing monthly close process; developing new initiatives on PeopleSoft process; processing all General Ledger audit request; creating new Chart of Accounts; streamlining the processes for creating, processing, and reporting utilizing PeopleSoft General Ledger system; maintaining smooth and on-going production in the PeopleSoft GL; administering both internal and external data request; as well as creating General Ledger Recommendations to resolve regulatory concerns.

- Productively spearheaded a team of 12 contractors in filing and completing Fannie Mae's 2004, 2005, and 2006 10K as well as 10Q's for 2007.
- Leveraged process and system improvements to the internal controls of PeopleSoft Restatement environment.
- Effectively collaborated with senior management and members in expediting timely processing for all WorkStreams to ensure conformity to the corporate deadlines.
- Instrumental in merging Restatement and Production General Ledger environments through singlehandedly managing monthly production closing process as well as the developing new Chartfield values.
- Conceptualized and produced document useful for the implementation of a new chart of accounts.
- Maintained SOX Controls in the PeopleSoft General Ledger for both production and restatement environments.
- Ensured all meta-data was in synch with the Production and Restatement environments as well as compliance to the OFHEO commitments through efficiently implementing PeopleSoft workflow process toward approval of journal entries.

**SENIOR IT ANALYST****MAY 2000-AUG 2005**

Fannie Mae

3900 Wisconsin Avenue, Northwest Washington, DC 20016

Hours per Week: 40 Hours

Annual Salary: \$85,280 + \$5,000 Bonus

Supervisor: Jean Schreiber, 301.537.1044, may be contacted

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Provided strategic direction in managing multiple financial teams in using PeopleSoft JV program, maintaining PeopleSoft Financial database, creating enhancements initiatives in support for financial reporting goals, conducting audit and monitoring, streamlining reporting process, managing account reconciliations, facilitating PeopleSoft upgrades, as well as tracking inventory of computer equipments. Efficiently performed multiple roles such as PeopleSoft Security Administrator and Business Recovery Coordinator.

- Organized the PeopleSoft JV program and utilized a customized version for Journal Entry submission.
- Incorporated AP/REO to the PeopleSoft Financials Database.
- Established auditing functionality for sensitive tables within PeopleSoft Financials.
- Installed and created reports using Hyperion Reports; contributed in Hyperion planning as member of the team in support of corporate budget application.
- Created the initial set of SOX control documentation for PeopleSoft GL.
- Orchestrated the advancement to PeopleSoft GL to upgrade the application from PeopleSoft version from 7.5 to 8.0, 8.13, to 8.4.
- Performed Business Recovery testing for the Controllers Department.

- Converted a custom reporting application from Microsoft Access version '97 to version 2000.
- Evaluated the journal entry creation process and moved it into a more user friendly one.
- Objectively migrated security of PeopleSoft financials from the GL team to a separate team within the corporation that handled access management.
- Gathered and tracked the submission of account reconciliations for all balance sheet accounts within the GL.
- Accurately created budget reports utilizing Crystal Reports for the corporate budget Model.
- Completed quarterly security audits for all PeopleSoft Financials applications.
- Successfully created a new Budget Model for the 2003 Budget Cycle.
- Administered a 400K computer equipment budget plan for the Controllers Department.
- Proposed the upgrade from Windows '95 to Windows 2000 for the Controllers Department.
- Streamlined the Hyperion Essbase budget model for the 2002 budget season.
- Shifted the budgeting application from Microsoft Access to Hyperion Essbase.

**IT ANALYST****MAR 1998 - MAY 2000**

Fannie Mae

3900 Wisconsin Avenue, Northwest Washington, DC 20016

Hours per Week: 40 Hours

Annual Salary: \$62,400 + \$5,000 Bonus

Supervisor: Lewis Remick, may not be contacted

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Provided support and assistance in maintaining the General ledger and performed different tasks such as initiating modification of financial reporting systems and processes; researching and analyzing technical accounting issues to key decision makers; driving staff in the resolution of the failures; as well as facilitating testing of controls

- Successfully completed the General Ledger Y2K testing.
- Worked with technology and business teams to identify points of failure with PeopleSoft Financials, create test plans and test scripts for Y2K testing, and test PeopleSoft GL for Y2K
- Collaborated with users and technology teams to identify and resolve issues related to the month-end close processing in the General Ledger
- Played a vital role in PeopleSoft General Ledger upgrade from version 6.0 to 7.0, 7.0 to 7.5
- Innovated a custom tool using Microsoft Access to provide reporting of General Ledger and Accounts Payable transactions within PeopleSoft Financials.
- Assessed the needs of the business community around reporting from the General Ledger and Accounts Payable modules.

**ANALYST****APR 1993 - MAR 1998**

Fannie Mae

3900 Wisconsin Avenue, Northwest Washington, DC 20016

Hours per Week: 40 Hours

Annual Salary: \$32,000 + \$5,000

Supervisor: Terry Carty, may not be contacted

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Ensured analytical soundness of PeopleSoft Financials and other models used throughout the organization through performing theoretical and analytical validation and evaluation of various PeopleSoft models, general ledger systems, as well as reporting tools.

- Served as key member of the evaluation and implementation team for PeopleSoft Financials, Version 6.
- Functioned as primary point of contact for the transition of PeopleSoft General Ledger from Mainframe to Client Server.
- Initiated the development and deployment of GL inquiry reporting tool.

- Transitioned the processing of Accounts Payable system by Data Design Associates to the Dallas region.
- Facilitated training to members of the Purchasing team on the processes of capturing and reporting corporate spend with minority and women owned businesses.
- Served as primary point of contact for all General Ledger questions.
- Carried out overall maintenance and processing of the General Ledger System.
- Served as Backup Security Administrator and Backup System Liaison.
- Handled Journal Voucher Processing and General Ledger Processing.
- Provided assistance in designing and maintaining PC reporting systems.
- Created and distributed the minority and women owned business reports.

**EDUCATION**

**Master of Science in Computer Information Systems:** Jun 2004  
Strayer University, 1133 15<sup>th</sup> Street, Northwest Washington, DC 20005

**Bachelor of Science in Computer Science:** May 1993  
Hampton University, Hampton, VA 23668

**PROFESSIONAL TRAINING**

PeopleSoft Training	PeopleSoft General Ledgers, version 6.0 through 8.4 PeopleSoft nVision 7.5 and 8.0 PeopleTools, versions 6.0 through 8.4 PeopleSoft Query PeopleSoft Security, versions 6.0 through 8.4 PeopleSoft Query PeopleSoft Security, versions 6.0 through 8.4
Hyperion Training	Essbase, version 7.0 Planning 2.0
Training on Oracle PL/SQL	