

THOMAS CLARK

Address • Phone Number • Email Address

QUALIFICATIONS PROFILE

Competent, analytical, and results-driven executive with well-developed qualifications acquired from extensive experience with focus on operations management, accounting / finance, and business consulting. Possesses a proven record of success in creating and implementing strategic plans and innovative solutions to improve productivity, reduce costs, and achieve company goals. Known for successful performance in managing several companies' turnaround, creating business plans, and administrating mergers and acquisitions. Demonstrates top consulting background combined with abilities in simplifying and communicating complex financial scenarios in accordance with company's internal policies and procedures.

KEY STRENGTHS

- Strategic Vision and Tactical Execution
- Accounting, Tax, and Business Consulting
- Development and Implementation
- Team Building / Personnel Management
- Analysis / Problem Resolution
- Communication and Interpersonal Skills

PROFESSIONAL EXPERIENCE

Cloward & Sorenson, LLC • Draper, UT

OUTSOURCED CFO / ACCOUNTANT / BUSINESS CONSULTANT

2003-PRESENT

- Provide Outsourced CFO services for approximately 50 small businesses to improve overall efficiency and enhance efficiency in managing overall functional areas of the business
- Efficiently perform various responsibilities related to period end closing, account reconciliation, trial balance, and compilation of financial statements; present managerial trend analysis
- Establish and maintain productive relationships with clients to discuss company performance and provide recommendations on future action
- Work closely with hundreds of clients and assist with strong accounting systems that produce significant data
- Support clients with budgets, profit growth and cost containment strategies, as well as business and personal tax strategies
- **Successfully established and collaboratively managed overall aspects of a full service tax, accounting and business consulting firm**

UVSC-Small Business Development Center • Orem, UT

SMALL BUSINESS CONSULTANT

2004-2006

- Engaged in various functions involving individual consulting and classroom instruction on business planning, marketing, accounting, and operation strategies
- **Acquired exceptional experience in working with small business owners and assisted with the development of strategic plans to start and grow their businesses**

Stevens-Henager College • Salt Lake City, UT

ASSOCIATE DIRECTOR

1999-2003

- Coordinated all functions of school operations, scheduling, student retention, and curriculum development

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- Managed hiring functions to ensure employment of high quality professionals; hired and supervised adjunct accounting, business, medical, and computer instructors
- **Flawlessly coordinated all aspects of operating functions of the college utilizing strong leadership skills**

Dreyer's Grand Ice Cream • Salt Lake City, UT

ACCOUNTING MANAGER

1999-2000

- Prepared financial statements and completed numerous duties with focus on cost accounting, payroll, accounts payable, and budget formulation
- Performed constraint analysis and a wide-range of human resource functions
- **Effectively provided primary leadership in managing all financial activities for Salt Lake City operating center**

EDUCATION

MASTER OF BUSINESS ADMINISTRATION

- University of Phoenix • Salt Lake City, UT • 1998

BACHELOR OF BUSINESS ADMINISTRATION

- Southern Utah University • Cedar City, UT • 1995

ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION

- Salt Lake Community College • Salt Lake City, UT • 1992

PROFESSIONAL TRAINING

- Gear Up • Annual Tax Training • 2004-2008

ACTIVITY

- Historic Wendover Air Base Volunteer

PROFESSIONAL AFFILIATION

- Utah Micro Loan Fund
Member of Board of Directors and member of the Credit Committee

TECHNICAL PROFICIENCY

QuickBooks • Peachtree • MS Office (Excel / Word / Outlook)