

Summary

Education and FI Consultant with over 12 years SAP experience along with 15 years accounting experience seeking short-term training and consulting projects.

- Proficient experience teaching Business Planning and Consolidations for MS and NW versions 7.0.
- Expert in configuring and training SAP modules in releases 3.0F to ECC 6.0 FI: ECCS, GL, New GL, AP, AR, AA, and SPL.
- Expert in configuring and training SAP modules in releases 2.0 to 3.5 in SEM: BCS, BPS, and CPM.
- Proficient with integration points with modules in releases through ECC 6.0: CO, MM, SD, and HR.
- Proficient designing SAP Drilldown, Report Painter, and Report Writer reports through release ECC 6.0.
- Some experience using and designing BW queries through release 3.5.
- Designed custom training materials using MS Word, Power Point, and Visio and RWD InfoPak.
- Designed custom Business Process Procedures using Visio.

PUBLIC CLASS EXPERIENCE

SAP Public Classes

March 1999 to Present

Teach the following SAP publically offered classes on an as needed basis for SAP offices in North America, Mexico, Scandinavia, and Europe:

- **FI:** AC010, AC050, AC200, AC201, AC202, AC205, AC210, AC212, AC220, AC305, AC660, AC665
- **SEM:** SEM010, SEM200, SEM220, SEM240, SEM241, SEM245
- **BW:** BW370
- **BPC:** BPC310, BPC320, BPC330, BPC340
- **Partner Academy:** TFIN50, TFIN52

CLIENT SPECIFIC PROJECT EXPERIENCE

Kemi-Tornio University of Applied Sciences, Kemi, Finland March 2009

This academy of higher education was funded by the EU to offer classes for all SAP modules to students and individuals displaced from their jobs. The focus of applications was then broken down to the SAP partner academy classes for FI and BW.

FI Partner Academy Trainer

This role was offered to Kemi-Tornio University through SAP Finland who engaged services to provide a superior training experience to individuals seeking FI certification.

Responsibilities included:

Skills

SAP FI:

- BPC (MS/NW)
- ECCS
- GL
- New GL
- AP
- AR
- Asset Mgmt.
- Special Purpose Ledger
- SEM-BCS
- SEM-BPS
- SEM-CPM

SAP Reporting

Tools:

- Drilldown
- Report Painter
- Report Writer
- BW queries

Productivity

Applications:

MS Office Suite
MS Visio
MS Expression
Web
Adobe Photoshop

RWD InfoPak

Raindance web-based meeting
WebEx web-based meeting

Certifications

SAP FI Certified Professional

SAP SEM Certified Professional

- providing ECC 6.0 SAP FI training in areas of Asset Accounting and New GL configuration, and
- providing custom made study guides for exam.

Stora-Enso, Helsinki, Finland

February 2009

This international paper company required a class to explore the benefits and features of SAP ECC 6.0 New GL application. They were interested in how a New GL implementation would effect their process changes during their technical upgrade from 4.6 to ECC 6.0 before embarking on the New GL implementation in 2010.

New GL Trainer

This role was offered to Stora-Enso through SAP Finland who engaged services to provide a superior training experience to individuals seeking New GL training.

Responsibilities included:

- conducting New GL class using SAP written and designed training material.

IBM, London, Great Britain

June 2008 and September 2008

This international organization required the complete 4 week SAP FI partner academy for their new hire and existing consultants transitioning to SAP field assignments.

FI Partner Academy Trainer

This role was offered to IBM through SAP, U.K. who engaged services to provide a superior training experience to their seasoned consultants as well as their new hire consultants all seeking SAP FI certification.

Responsibilities included:

- providing ECC 6.0 SAP FI training in areas of GL, AP, AR, New GL, AA, and Reporting configuration, and
- providing custom made study guides for exam.

Becton, Dickinson and Company, Franklin Lakes, New Jersey

February 2008

This international organization required the complete 4 week SAP FI partner academy for their existing users and support staff. The company required all participants to pass the FI certification and to use the class to become acquainted with New GL. The company was in the process of upgrading to ECC 6.0.

FI Partner Academy Trainer

This role was offered to BD through SAP Americas who engaged services to provide a superior training experience to their end users and support staff seeking SAP FI certification.

Responsibilities included:

- providing ECC 6.0 SAP FI training in areas of GL, AP, AR, New GL, AA, and Reporting configuration, and
- providing custom made study guides for exam.

Butterfield Bank, Hamilton Bermuda

September 2006 - November 2007

This international bank has been using SAP GL and AP modules since 1995 and in 2007 had just completed an upgrade of SAP GL and AP release 4.7 at their main office from release 4.0. They also implemented GL, AP, and Asset Accounting release 4.7 to all their subsidiaries that previously used other product applications. In addition, the company had completed an implementation in 2006 of SEM-BCS and Business Warehouse 3.5 .

AP and Asset Accounting Trainer – Guernsey

November 2007

This role included conducting remote one day SAP Accounts Payable and Asset Accounting overview class via web based conference for users located in subsidiary Guernsey office.

Responsibilities included:

- designing one day class for new users utilizing MS Power Point,
- setting up Raindance software to conduct web-based conference, and
- scheduling students for class.

AP and Asset Accounting Trainer/Consultant

September 2007 - October 2007

This role included conducting 2 two week SAP Accounts Payable and Asset Accounting in-depth classes for users located in subsidiaries Bahamas and Grand Cayman offices and consulting services for asset accounting.

Responsibilities included:

- designing 5 day class for new users utilizing MS Power Point and Word (for exercises),
- conducting training,
- designing location specific Business Process Procedures using Visio,
- providing consultation for asset accounting module, and
- providing consultation on integration with CO and their appropriate reports.

AP and Asset Accounting Trainer/Consultant - Hamilton

June 2007 – September 2007

This role included assisting the lead consultant prepare the Blueprint and Technical Specification documents for Butterfield Bank's Phase Two implementation of Accounts Payable to their subsidiaries and a company-wide implementation of Asset Accounting. Documentation also included preparing training materials, user guides, and Business Process Procedures. Specific training was conducted to subsidiaries as noted above.

Responsibilities included:

- designing Blueprint and Technical Specifications document,
- designing 5 day class for new users utilizing RWD's InfoPak, MS Power Point and Word,
- conducting classes for home office and subsidiaries in Hamilton, Bahamas, and Grand Cayman,
- updating home office Accounts Payable user documentation,
- creating home office specific Business Process Procedures using Visio,
- assisting lead consultant with requirements gathering for vendor, general ledger account, and asset master data,
- uploading master data and testing validity,
- testing FI and CO integration, and
- implementing Asset Accounting.

SEM-BCS Trainer/Consultant - Hamilton

September 2006 – January 2007

This role included assisting the lead SEM and BW consultants prepare the Blueprint and Technical Specification documents and implementation for Butterfield Bank's Phase One implementation of SEM-BCS and BW. This role also included creating custom training materials and conducting classes for the head office and their subsidiary's Controllers and Heads of Finance. User documentation and Business Process Procedures were prepared and used as flow diagrams for high level executives.

Responsibilities included:

- designing Blueprint and Technical Specifications document,
- designing and conducting 5 day class for new users to SAP, SEM, and BW utilizing RWD's InfoPak, MS Power Point and Word,
- creating home office and subsidiary specific Business Process Procedures using Visio,
- assisting lead SEM and BW consultants with foreign currency translation method configuration,
- assisting lead SEM consultants configure Consolidation Monitor and hierarchies, and
- assisting BW consultant with infocube design and testing.

Net IQ, Houston Texas

August 2007

This international software and systems company required expertise for a Consolidations implementation that was being rolled out to their subsidiary offices. They were also fine tuning their existing ECCS landscape to make it easier for the corporate accountant.

ECCS Consultant

Responsibilities included:

- reviewing existing configuration of ECCS,
- recommending changes, and
- conducting hands-on training for corporate account.

Georgia Department of Education, Atlanta, Georgia September 1997 – February 1999

This public sector organization engaged the services of various consulting firms to help them comply to FY2000 issues. Initially it was determined that their Wang system, written in COBOL, could not comply but later was programmed to work. SAP 3.0F was initially used and configured for HR, MM, SPL, GL, and AP. The project was halted due to the COBOL updates made to their existing system.

Lead FI/MM Production Support

Responsibilities included:

- performing fund-balancing procedures utilizing customized Special Purpose Ledger,
- leading client's FI Production Support Desk; focusing on Accounts Payable, Accounts Receivable, General Ledger, Funds Management, Special Ledger, and Commitment Accounting,
- validating funds balanced correctly prior to HR legacy data uploads into FI; prepared resulting BDC sessions,
- reviewing and validated year-end accounting reports and prepared year-end end-user documentation,

Georgia Dept. of Ed., Continued

- handling Accounts Payable related configuration,

- assisting HR/FI roll out teams prepare legacy data prior to upload onto SAP,
- training with Legacy system Help Desk staff prior to conversion,
- preparing HR and FI related legacy data clean-up checklists, and
- compiling school district's employee supplemental wage Excel spreadsheets.

EMPLOYMENT HISTORY

JB Training Resources, Duluth, Georgia **Education Consultant and Owner**

September 2005 – Present

- Engage Education Consultant services to SAP offices in America and Europe to provide superior training in the areas of FI and SEM for public and private classes,
- Engage FI and SEM consulting services to organizations desiring custom training, documentation, and configuration for applications of GL, AP, AR, New GL, Asset Accounting, Reporting, and SEM, and
- Specialize in Consolidations.

List of SAP classes offered at <http://www.ibtrainingresources.com>

SAP America, Newtown Square, Pennsylvania **Education Consultant**

February 1999 – September 2005

- Provided FI and SEM training services in public and private classroom settings for applications of GL, AP, AR, New GL, Asset Accounting, SPL, Reporting, and SEM,
- Specialized in Consolidations,
- Provided mentoring to new hire trainers, and
- Test new materials before publication.

Dynamic Resources, Atlanta, Georgia **Lead FI/MM Production Support**

August 1997 – February 1999

- Sole project experience with the Georgia Department of Education.

Metric Property Services, Atlanta, Georgia **Property Management Accountant and Corporate Accountant**

1991 – 1993

John Brown Engineers, Chicago, Illinois **Senior Accounting Clerk**

1989 – 1991

Evans-Withycombe, Phoenix, Arizona **Property Management Accountant and Construction Project Accountant**

1986 – 1989

EDUCATION

Accounting, Master of Business **Georgia State University, Atlanta, Georgia**

July 1997 – August 1998

Accounting, Bachelor of Science **Georgia State University, Atlanta, Georgia**

August 1995 – June 1997