

Mathew P. Doxtator, CPA

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Summary

Financial professional with proven record of leading staff in a broad range of areas including accounting, financial analysis, risk management, independent and internal audit, process improvement, data mining and fraud investigation. Extensive supervisory experience and adept at attracting and cultivating talent both internally and through recruitment. History of interdisciplinary partnership to increase efficiency and reduce loss. Superior written and oral communication skills with ability to interact with broad populations from C-level executives to frontline employees. Passion for leading and teaching, both in the workplace and as an adjunct faculty member at the University of New Mexico Anderson School of Business.

Experience

Bradbury Stamm Construction – Albuquerque NM **August 2014 – October 2014**
Vice President of Finance and Administration (Position Eliminated)

- Oversaw accounting and finance processes for a construction company with over \$100 million in revenue and 115 employees. Included the supervision of four-person accounting team, management of payroll, accounts payable and treasury functions as well as company-sponsored retirement plan and other employee benefits.
- Negotiated and executed all major non-project purchases including vehicle and real estate transactions and coordinated the creation of additional legal entities to meet evolving business needs.
- Identified opportunities to streamline, scale or automate manual processes, e.g. the development of a solution for timecard entry that combined a mobile application and the automation of manual steps to reduce time required and entry errors.
- Negotiated and implemented company lease program for project manager vehicles.
- Managed relationships with external accountants including the selection and supervision of external auditors and coordination with tax experts on cost segregation and other areas.

Gap Inc. – Albuquerque, NM **August 2012 – August 2014**
Manager of Finance, Revenue Accounting

- Oversaw two teams of analysts (six total) in the reconciliation and proper reporting of revenue-related balance sheet accounts for a publically traded company with over \$15 billion in revenue, and operations or franchises in over 40 countries.
- Fostered professional development for direct reports and provided training opportunities for other teams in Revenue Department.
- Ensured timely and accurate preparation of financial statement disclosures for revenue-related accounts and proper assembly of the quarterly accounting close package.
- Coordinated with both Corporate and individual Brand Management to ensure that applicable accounting guidance and company policies were properly implemented and oversaw the implementation of process improvement initiatives.
- Coordinated with external and internal auditors to support audit process and to ensure compliance with SOX requirements through proper design and performance of internal controls.
- Designed and implemented a continuing education program for the Albuquerque center's Certified Public Accountants which met certification needs, provided leadership and mentoring opportunities and facilitated cross-departmental information sharing.

Sun Healthcare – Albuquerque, NM **July 2008 – August 2012**
Director of Financial Operations October 2011 – August 2012

- Provided financial guidance to local, regional and divisional team members.
- Collaborated with VP of Finance and operational leaders to develop annual budgets and evaluate financial performance for two divisions and \$800 million in revenue.
- Prepared financial forecasting models and other analyses and presented resulting

- recommendations to senior management.
- Supported facility and divisional month end close processes to ensure financial reports were prepared accurately and timely.
- Monitored key performance metrics, identified areas for improvement and made recommendations to both local and corporate senior leadership.
- Oversaw special projects on behalf of the VP of Finance and CFO designed to increase efficiency and improve profitability.

Internal Audit Manager

June 2010 - October 2011

Senior Internal Auditor

July 2008 - June 2010

- Prepared and monitored execution of the annual audit and process improvement plans for a \$2 billion, publicly traded company.
- Led a team of 10 auditors in the performance of audits of corporate financial processes, information technology systems and operational processes.
- Fostered professional development of internal audit personnel, oversaw all interviewing and hiring and managed revision and update of policies and procedures.
- Oversaw all non-routine (non-SOX) projects, including forensic audits, investigations, interdepartmental process improvement initiatives and continuous monitoring and data mining efforts. Success required the development of strong relationships with company management and senior leaders.
- Coordinated with external auditors (PwC) to minimize duplication of effort and reduce audit fees through reliance on Internal Audit's risk assessments and test work.
- Fostered strong relationship with UNM and created an internship program with the Anderson School of Management.

Atkinson & Co, CPAs

April 2005 – July 2008

Financial Statement Auditor

- Performed financial statement audits for companies of varying sizes in multiple industries including construction, technology, not-for-profit and government.
- Supervised audit staff in the field, reviewed workpapers and provided audit status to managers and partners.
- Monitored time budgets and was responsible to ensure profitability of audits while maintaining the firm's high standards of quality.
- Researched various audit, tax and legal issues.
- Performed agreed-upon-procedures engagements, reviews and compilations.

Education

University of New Mexico

- **Master of Accountancy**

New Mexico State University

- **B.A., Accounting**
- Regent Scholarship recipient, Honors graduate, Crimson Scholar, Deans List (all semesters), National Society of Collegiate Scholars, Delta Sigma Pi Business Fraternity.

**Certifications,
Awards and
Skills**

- **Certified Public Accountant (CPA)**, actively licensed in New Mexico
- **Certified Internal Auditor (CIA)**, William S. Smith Award for top 50 exam score in nation
- **Certified Fraud Examiner (CFE)**
- Recognized as one of Albuquerque Business First's "Forty under 40" Class of 2014
- Highly proficient in Microsoft Office Suite and experienced in a wide variety of accounting, data mining, payroll, banking, internal control and project management software including Lawson, ACL (Audit Command Language), Viewpoint, Oracle, QuickBooks, RFMS, Kronos, Therapute, Smartlinx, Point Click Care, Textura and Trintech products (Movaris, Assurenet).

Affiliations

- Adjunct Faculty Member - UNM Anderson School of Management Accounting Department
- Board of Directors Member - Junior Achievement of NM
- Ambassador – Albuquerque Economic Development
- Member - New Mexico Society of CPAs (NMSCPA)
- Volunteer - UNM Anderson/NMSCPA Student Mentorship Program
- Volunteer Coach - JDTA Tennis Academy