

Oliver J Arthur CPA, CICA, CGMA



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A highly qualified Internal Audit and Management Professional with over 10 years' experience in various industries. Demonstrated ability to effectively lead, complete complex multiple assignments/deadlines, deliver excellent results and assist management in achieving organizational goals. Acknowledged for sound decision-making abilities, analytical skills, business scrutiny, and problem solving skills. Strategic, methodical and reliable, enjoy the challenge of resolving long-term issues, and influencing positive changes to the organization. Enjoy opportunities to think "outside the box" deriving new solutions to old problems through strategic information gathering, data collection, and comprehensive analysis.

Virginia Commonwealth University

May 2008

Bachelor of Science - Accounting

EXPERIENCE

Manager of Auditing | Berks County

July 2015 – Present

- Member of the Controller's Management Team • Directly responsible for managing the Internal Audit Team of four individuals • Support management through risk identification, control testing and process improvement procedure evaluations • Report internal control issues to management and supplied comprehensive recommendations to mitigate the associated risk • Communicate audit results to management through written reports and oral presentations • Articulate audit findings, risk and detailed recommendations to management • Responsible for defining the annual audit plan and the role of internal auditing within the County • Maintains a global internal control perspective and performs risk evaluations on County functions • Maintains open channels of communication with all departments and offices throughout County • Supervises professional audit staff to ensure audit section is productively engaged and continually knowledgeable of audit standards and best practices • Promotes effective, efficient and economical operations within the County by directing and performing multiple, simultaneous and objective audits of departments and/or offices of the County • Creates and maintains auditing policies and procedures • Strengthens internal controls by assuring development of meaningful findings and recommendations during the course of audits • Develops and maintains annual audit plan • Teaches and directs training for audit section to ensure all personnel are knowledgeable of audit standards and best practices in compliance with GAGAS, GAAS, and IIA standards

Assistant Controller | Wintergreen Resort

January 2010 – June 2015

- Handled accounting and tax matters, including AP, AR, fixed assets, GL, payroll, payroll tax, business tax; responsible for cash flow; close books and prepare financial reports
- Contributed in financial strategic planning, prepared budget and forecasts, review of budgets vs. actual to ensure accuracy
- Developed internal control systems, recommended areas for improvement both financial and operational, and established new accounting policies and procedures
- Developed schedules of key operational metrics and financial performance
- Implemented and modified payroll and finance systems to ensure conformity with current IRS reporting requirements
- Used financial knowledge to improve profits and operations, reduce costs, and develop strategies for the company
- Coordinated and conducted internal investigations of problems such as employee theft and violations of corporate loss prevention policies
- Supervised and developed a staff of nine, established performance standards and expectations of staff, review work assignments both in-progress and when completed
- Oversaw accounting for twenty one plus neighborhood associations managed by Wintergreen Resort
- Supported due diligence investigations by prospective buyers during sale of resort
- Planned and implemented the conversion from Small Business Manager to the Village Management Software for association accounting system

Staff Accountant | Robinson, Farmer, Cox Associates

February 2012 – November 2012

- Obtained reasonable assurance of facts prior to concluding or making judgements
- Communicated conclusions in a concise, organized, and meaningful manner
- Performed audits for various clients including local governments and non-profits
- Responded promptly to client inquiries
- Maintained effective communications within the work and its connected areas
- Prepared tax filings for businesses and individuals

Staff Accountant | Cherry Bekaert & Holland

August 2008 – April 2009

- Demonstrated awareness and knowledge of audit test objectives
- Responded promptly to client inquiries
- Developed relationships with audit staff and clients
- Performed audit, review and compilation services for various clients, such as non-profit, manufacturing, construction, and professional service companies
- Managed to draw initial conclusions from field work for further discussions
- Provided tax services for various individuals and corporations

CERTIFICATIONS

- Certified Public Accountant – CPA
- Chartered Global Management Accountant – CGMA
- Certified Internal Controls Auditor – CICA

SKILLS & ABILITIES

- Proven Leadership experience and ability to drive results through a cross-functional team
- Ability to interface at all levels of management and leadership
- Strong Communication, writing, and presentation skills
- Ability to present to senior management, departments, and customers
- Demonstrate an exceptional level of team building and project management skills under demanding pressure
- Developing solutions to a variety of complex problems