

Rose Creps

Qualifications Profile

Education:

- Various adjunct positions teaching entry level, intermediate and advanced accounting courses and QuickBooks courses at Central Maine Community College, Southern New Hampshire University and Southern Maine Community College

Entrepreneurship Development:

- Business Plan Development – both start up and existing companies with a focus on agricultural businesses
- Financial Forecasting
- Cash Flow Management

Accounting Management:

- Review and assist in preparing periodic financial reporting documents and filing to the Securities and Exchange Commission
- Maintain accounting records for a Manufacturing Company
- Fund Accounting
- Oversee daily operations for a Financial Services Corporation
- Manage daily operations for a Medical Private Practice Office
- Supervise staff of 4 senior and 12 entry-level accountants
- Create focus groups for business development
- Control and perform various aspects of accounting, including:
 - Cash Projections
 - Cost Allocations
 - Valuation of Assets
 - Financial Reporting preparations
 - Inventory purchasing and control
 - Accounts Payable
 - Accounts Receivable
 - Payroll

Corporate Training:

- Developed and delivered accounting and proprietary software training for new hires
- Created Self-Study materials for 90+ accounting personnel
- Designed interactive online User Manual for accounting department
- Classroom instructor for entry-level accounting personnel
- Writer/Editor for in-house training publication

Professional/Customer Relations:

- Partner with State of Maine Department of Agriculture, Local Maine USDA offices, Regional Economic Development Offices, Town Planning Offices and other entities to coordinate assistance for local small business owners
- Consult with State Legislature, local SBA personnel and local IRS personnel to assist business owners in resolving issues and/or conflicts
- Coordinate information flow with multiple Mutual Fund Money Managers and staff accountants
- Ensure quality service in a zero-error environment

Education/ Training

Southern New Hampshire University, Brunswick, ME

Global M.B.A, May 2008, GPA 3.88

B.S. Accounting 2004, GPA 3.91 Delta Mu Delta Member

Tidewater Community College, Virginia Beach, VA

A.A.S. Accounting 1994, GPA 3.9

Licenses/Certifications

Series 7 and Series 63 licensed: December 1994 to July 2001

Certified Business Counselor with Maine Small Business Development Center 2008

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Professional Experience

Owner/Sole Proprietor – Rose Creps Financial Consulting Services

January 2013 to present

- Providing technical assistance to distressed businesses including strategy development, cash flow management, obtaining necessary capital and general business planning and business development
- Providing technical assistance to farms in Maine including developing business plans, loan application documentation, internal bookkeeping systems, cash flow budgets and tools to track future operational data to stay on budgets

Controller – eWaste Recycling Solutions, LLC, Auburn, Maine

April 2013 to present

- Cost analysis on production and operations
- Setting and tracking operating budgets
- Cash flow management
- Applying and working with creditors for funding operations

Adjunct Faculty – *Southern New Hampshire University, Maine Campus*

January 2008 to present

- Instructor: Multiple accounting courses, beginning, intermediate and advanced levels
- Received 2010 Teacher Excellence of the Year Award

Agriculture Business Specialist – Coastal Enterprises, Inc., Wiscasset, Maine

December 2013 to December 2014

- Technical Assistance focused on financial consulting to small farms in the state of Maine
 - Financial Consulting includes:
 - Profit analysis of current operations
 - Strategic planning for future operations
 - Setting budgets and tracking financial data
 - Assistance with set-up and management of financial tracking software, focused on QuickBooks training
 - Assisting with loan applications and business planning
 - Assisting with resource connections when necessary

Center Director – *Maine SBDC at AVCOG, Androscoggin, Franklin & Oxford Counties*

June 1, 2012 to December 31, 2012

Certified Business Counselor: September 10, 2007 to June 1, 2012

- Provide support to host AVCOG and Manage other business counselors in this region
- Provide one-on-one business counseling and business management assistance to Maine small business owners with a focus on Ag Businesses and small farms
- Focus on Business Plan Development, financial analysis and cash flow projections

Adjunct Faculty – *Southern Maine Community College, Bath Campus and Central Maine Community College, Auburn Campus*

December 2007 to September 2012

- Instructor: Financial Accounting – Entry level accounting courses
- Instructor: Small Business Accounting and QuickBooks courses

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Professional Experience, continued

Operations Manager – *Rodgers~Aero-Tech, Inc., and Aero-Tech Industries, Brunswick, ME*

August 2001 to September 2007

- Processing accounts payable, accounts receivable, payroll and commission reports, monthly profit and loss statements, cash flow projections, strategic planning assistance, inventory purchasing and control and cost allocations for manufacturing plant
- During employment elsewhere, continued to prepare and review monthly financial statements as an independent business consultant: upon strategic reevaluation, resumed full-time responsibilities

Associate Analyst, Financial Reporting – *Energy East Management Corporation, New Gloucester, ME*

May 2005 to June 2006

- Assisted in preparation of periodic reporting to the Securities and Exchange Commission (SEC) filing quarterly 10-Q's, annual 10-K, and periodic 8-K reports
- Assisted in preparation of periodic financial statements including, Balance Sheets, Statements of Income, Statement of Changes in Common Stock Equity and Cash Flow Statements
- Prepared electronic submissions to the SEC through EDGAR filing and the FERC filing websites

Accounting Manager & Corporate Trainer - *Forum Financial Group, Portland, ME*

December 1995 - May 2001

- Supervised 16 staff of senior accountants, staff accountants, and Quality Assurance personnel
 - Maintained the balance sheet and portfolio holding records of 35 Mutual Funds in a zero-error environment
 - Developed and delivered core curriculum for four-week *New Hire* and *Continued Education* training programs
 - Writer/Editor of "Training Corner" monthly newsletter and "Training Tip of the Week" communication for Fund Accounting Department
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