



MATTHEW HUMPHRIES

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PROFESSIONAL SUMMARY

Diverse and solution-oriented executive leader with 15+ years of demonstrated expertise leading finance, information technology and talent management within mid-sized multinational organizations. Creator of effective strategic solutions resulting in sustained profitability and elevated operating results. Adept at developing and streamlining complex processes and maximizing team efforts whilst simultaneously championing an organizations' core values. Approachable, motivating and highly collaborative business leader focused on continued employee development and talent acquisition. A highly analytical critical thinker relentlessly focused on continual improvement. Well-seasoned in multinational, organization wide project management and deployment of strategic initiatives. A strong and passionate presenter capable of translating and communicating complex technical information to diverse non-technical audiences.

CORE COMPETENCIES

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| ✓ <i>Strategic Planning</i> | ✓ <i>Key Relationship Management</i> | ✓ <i>Business Systems Expert</i> |
| ✓ <i>Software Implementations</i> | ✓ <i>Cashflow Control</i> | ✓ <i>Program Management</i> |
| ✓ <i>Compliance & Audit</i> | ✓ <i>Performance Management</i> | ✓ <i>International Acquisitions</i> |
| ✓ <i>Complex Organizational Analysis</i> | ✓ <i>Reporting & Data Analytics</i> | ✓ <i>Budgets & Financial Forecasting</i> |
| ✓ <i>Key Performance Indicators</i> | ✓ <i>Diversity & Inclusion</i> | ✓ <i>Enterprise Resource Planning</i> |
| ✓ <i>Risk Analysis & Succession Planning</i> | ✓ <i>Financial Reporting</i> | ✓ <i>Organizational Change</i> |
| ✓ <i>Cost Control Systems</i> | ✓ <i>Operations & Coaching</i> | ✓ <i>Team Development</i> |

PROFESSIONAL EXPERIENCE

University of Rochester

Lead Grants and Encumbrance Business Analyst

College Town, NY

June 2019 – Current

- Support and manage various areas including providing business analysis, maintenance and support services for several business systems, including ERP, Long Range Planning, Space planning, Treasury, Budget, Encumbrance, Pre and Post-award software.
- Collaborate with users to understand, define, and document business process requirements.
- Plan and lead system enhancement projects, develop strategic project plans and estimates.
- Design, develop, document, test, implement, administer, and maintained business systems across the University.

Return to Full Time Education 2014 – 2018 – BS Computer Science, AS General Science

Retrotech Inc.

Director of Finance & Information Technology

Victor, NY

April 2013-April 2014

- Key member of the executive leadership team driving organizational development efforts, succession planning, decision making and other key strategic initiatives.
- Headed up relocation of corporate offices and warehouse facilities.
- Collaborated with executive team members to establish financial planning, goals and operational aspects of the business.
- Served as a mediator focused on resolving internal employee conflicts, retaining key staff and improving workplace atmosphere.
- Mapped and redefined employee roles and deployed cross-training initiatives.
- Spearheaded the redeployment and revitalization of existing business software (Infor Syteline) to provide accurate financial reporting to international parent.
- Managed all organizational finance, accounting and information system functions including all reporting and oversight of help desk.
- Managed and monitored all legal contract review and corporate risk management, including all employee, vendor, and customer contract negotiations.
- Performed comprehensive analysis of all business areas, including cost accounting, cost-benefit analysis, ROI analysis, variance reporting and new ventures.
- Created and deployed new organization-wide compensation programs.

Monroe Veterinary Associates**Rochester, NY****Director of Financial & Information Technology Operations****September 2010-April 2013**

- Improved operating income by negotiating with key stakeholders bringing outdated revenue-sharing agreements into alignment with current market conditions.
- Implemented a prioritized enterprise support escalation and management process for end-user system support.
- Revitalized poorly performing animal hospitals into successful practices. Created and delivered key performance indicators focused on reporting productivity and profitability.
- Implemented multiple enterprise-wide software systems replacing outdated legacy systems including customer relationship management software, hospital operation software, and payroll software.
- Played a pivotal role in strengthening managements decision-making capabilities by revamping strategy and financial implications.
- Contributed expertise on financial modernization to executive teams, reviewing impact of proposed new planning tools on current organizations as well as future implementations for upcoming years to sustain growth.
- Developed comprehensive business plans for new and existing hospitals, including a start-up not-for-profit hospital.
- Established business enhancing key performance indicators with SMART Goal targets.
- Created and presented technical financial reporting for board members to help them better understand the financial data.
- Multi-managed Finance and Information Technology departments supporting 500+ end users.
- Financial fiduciary for retirement and deferred compensation 401k ~\$50m, including fund selection and employee training and education.

R Brooks Associates / Rolls Royce**Rochester, NY****Senior Financial Analyst****January 2009-June 2011**

- Program manager for the implementation of ERP software (Infor Syteline) for -150 end users in three countries (US, UK, France.)
- Directed core team of department heads through a comprehensive ERP implementation from initial RFP through end user training including post go-live.
- Developed role specific end user trainings following business process mapping.
- Managed Financial Controllers in UK and France.
- Created role specific training modules for all business functions both domestically and internationally.
- Collaborated with stakeholders to complete due diligence for the acquisition of a \$3m international nuclear inspection tooling company.
- Improved the finance system of the enterprise by streamlining the process of data management.
- Established profit focused KPI and completed comprehensive organization-wide financial analysis.

Gestamp Tooling Overseas Ltd**Coventry, England****Financial Controller****Sep 2005-Nov 2008**

- Directed all accounting operations both domestically and internationally including month end, quarterly, and yearly closings
- Created all financial reporting and information for management control documents.
- Implemented ERP system (SAP Business One) for 250 end users in four international offices (India, China, Spain, UK.)
- Established extensive cash flow forecasting and cross department budget reporting.
- Spearheaded all IT Implementations as well as daily hardware, software, security, disaster recovery, budgeting, and training.
- Developed role specific training documentation including standard operating procedures and systems desk procedures.
- Managed and maintained all aspects of taxation, pension, healthcare, investment, and asset management.

EDUCATION

State University at Brockport

2016 - 2018

- ✓ **Bachelor of Science, Computer Science**

CERTIFICATIONS

Advanced Diploma for IT Practitioners Level 3 Certification

City & Guilds (UK), 2008

Diploma for IT Practitioners Level 2 Certification

City & Guilds (UK), 2007

Association of Chartered Certified Accountants (CPA equivalent)

CWT Via London School of Economics (UK), 2006

Association of Accounting Technicians (CMA equivalent)

Henley College Coventry (UK), 2003