

# CODY S. BARNES

5744 Thomaston Rd Macon, GA 31220

Mobile: 478 -770-7806

▪ Email: codybarnes@federalresumeguide.com

## SUMMARY:

Strategic and analytical finance professional with 16 years of experience in financial reporting, analysis and project management. Highly motivated Resource Advisor who performs well under pressure. Strong analytical thinking, excellent at financial modeling, investment principles, and team-building skills. Financial Analyst specializing in implementing financial policies and procedures due to corporate and government finance plans and requirements. Operated financial forecasting for organizational activities between \$2m and \$13m in gross revenue.

## KEY SKILLS:

- Microsoft Word, Excel, PowerPoint and Outlook
- Automated Business Service System
- Commander's Resource Integration System
- Reserve Travel System
- Defense Travel System
- Wide Area Workflow
- Integrated
- Accounting Pay System
- Defense Joint
- Military Pay System
- Air National Guard
- Reserve Orders Writing System

## PROFESSIONAL EXPERIENCE:

### Security Clearance

01/2018

Active TS/SCI

### Group Resource Advisor

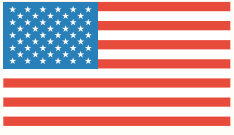
09/2010 – 02/2019

Maintenance Group, Robins AFB, GA

- Planned, directed and coordinated all financial activities for three units and headquarters section
- Analyzed accounting reports and data to identify trends for evaluating effectiveness of organizational activities
- Performed regular audits on programs and documentation and prepared for internal and external inspections
- Oversaw initial distribution, financial plan and unfunded requirements of annual \$4M budget.

### Achievements:

- Chosen as subject matter expert to assist external unit with budgeting problems; corrected \$778K in out-of-balance accounts and provided training to prevent re-occurrence of problems.



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- Recognized by leadership as "Best Resource Advisor" in organization
- Balanced unit purchases documentation resulting in capture of \$866K for Fiscal Year 2002 and 2003.

## PROFESSIONAL EXPERIENCE:

### Chief Accounting Liaison

03/2003 - 08/2010

Comptroller Unit, Warner Robins AFB, GA

- Oversaw use of Government Purchase Cards, ensuring purchases were in compliance with rules and policies
- Administered Automated Business Services System, providing updates and system training as necessary
- Certified, recorded and balanced all travel orders and funding commitment documents and requests
- Coordinated with Defense Finance and Accounting Services to ensure proper execution of vendor payments.

### Achievements:

- Reviewed, validated and certified 3K financial documents enabling timely execution of \$3.4M in funding
- Researched, reviewed and processed delinquent invoices resulting in 80% reduction in delinquencies and 66% reduction in interest penalty fees.

## EDUCATION:

### Bachelor OF Science, Accounting

1998 - 2002

American Public University, Charles Town, WV

GPA 4.2

### United States Air Force Training and Certifications:

- Commander's Resource Integration System Course
- Automated Business Services System Course
- Resource Advisor Training
- Financial Management and Comptroller Courses, Beginner, Intermediate/Supervisory, and Advanced/Management Military Pay Course

## AWARDS & ACCOMPLISHMENTS:

- Comptroller Supervisor of the Quarter
- HQ Support Staff Supervisor of the Quarter
- Comptroller Manager of the Year
- Financial Management Supervisor of the Quarter
- Meritorious Service Medal
- AF Outstanding Unit Award