

SAM ANDERSON IV, MBA, CB

Conscientious, sharp United States Navy Veteran seeking a School of Business Adjunct teaching position for the upcoming school year with the goal of equipping and empowering our future leaders by creating an interactive learning environment in which all students can succeed.

EDUCATION & CERTIFICATIONS

Master of Science in Accounting and Financial Management 2012
Master of Business Administration in Finance 2010
KELLER GRADUATE SCHOOL OF MANAGEMENT, Houston Texas

Bachelor of Science in Economics 2007
UNIVERSITY OF HOUSTON, Houston, Texas

Certifications: 6-12 Business Education Certification ❖ Certified Bookkeeper ❖ QuickBooks Pro/Premier (2009-2011) ❖ MS Office Specialist Word 2007 ❖ MS Office Specialist Excel 2007 ❖ MS Office Specialist PowerPoint 2007 ❖ MS Office Specialist Outlook 2007 ❖ MS Office Specialist Master 2007

RELEVANT EXPERIENCE

W.H ADAMSON HIGH SCHOOL, Dallas, Texas
2013 - Present

Academy of Finance Teacher/Director

Prepare students for higher education, the evolving workplace, and citizenship in the global community through a challenging curriculum, exploration of Finance careers, and interactive partnerships with finance focused institutions.

- Collaborate with business partners to provide students with career awareness, career exploration, and career preparation experiences.
- Prepare lessons plans and use effective instructional strategies to connect what students are learning in class with the world of finance which align with intentional student learning outcomes.
- Arrange and facilitate business advisory board meetings, visits, and trainings.
- Prepare and maintain records and reports for participating schools and community partners regarding student activities and outcomes

STEPPIN FORWARD INVESTMENTS, Dallas, Texas
2009 - Present

Chief Investment Officer

Evaluate various Fortune 500 companies' obligations to determine future economic viability by using financial and technical analysis techniques, including Johnson & Johnson, Lowes, Exxon Mobil, Conoco Phillips, United Technology, Proctor & Gamble, Johnson Controls, and 3M Companies.

- Analyze asset management and sales profit to establish company efficiency.

- Determine effects of profitability; evaluate and monitor how companies' manage borrowed and invested funds.
- Uncover year-to-year increases in revenue, expense, asset, and liability accounts.
- Assess publicly traded stocks to verify companies' financial health and key performance indicators.
- Interface with brokers on resolutions of issues and purchase investments for business, according to company policy.

TECHSKILLS, Houston, Texas
2009 - 2012

QuickBooks Consultant

Empower over 500 adult students to use QuickBooks Pro/Premier.

- Teach QuickBooks Pro/Premier from bookkeeper's perspective; set up chart of accounts, banking, customers and sales, vendors, purchases and inventory, employees and payroll, and generating reports.
- Educate students to use QuickBooks Pro/Premier from an accountant's view; create service and merchandising companies; lecture advanced QuickBooks accounting features.

Payroll Consultant

Mentor more than 500 adult students in payroll functions.

- Prepared lesson plans that instruct students on all facets of the payroll process, including computing wages and salaries, social security taxes, income tax withholding, unemployment compensation taxes and analyzing and journalizing payroll transactions.
- Conduct class sessions on reporting wages and taxes for Forms 940, 941, 944, 945, W-2, W-3, and 1099's.
- Instruct students on preparing federal forms 940, 941, 944, 945, W-2, W-3, and 1099's.

Accounting/Bookkeeping Consultant

Educate more than 500 adult students in accounting and bookkeeping functions.

- Complete monthly bank reconciliations, trial balances, error adjustments, depreciations, financial statements, and journal entries.
- Perform calculations and record adjusting entries for accrued revenue; defer revenues and expenses; construct unadjusted trial balance

PX3 LUBRICANTS, Houston, Texas
2007 - 2008

Accounting/Finance Associate

Collect, process, verify, and report accounting related information as well as perform professional analytical and management support work assignments.

- Analyzed operation expenditures; generated forecasts and prepared annual operating budgets;
- Performed financial calculations; recorded journal entries and account information; prepared monthly account reconciliations.
- Compiled monthly financial statements and created spreadsheets, charts, and graphs using Excel for management and other third parties.

OTHER EXPERIENCE

M.Y STARS, Houston, Texas

2008-2010

Head Basketball AAU Coach

Implemented systems that allow the players to play basketball based on principles and not according to set plays.

UNIVERSITY OF HOUSTON MEN'S BASKETBALL, Houston, Texas

2005- 2007

Team Captain

Led U of H to the 2006 NIT Second Round.

TECHNICAL SKILLS

MS Word ❖ MS Excel ❖ MS PowerPoint ❖ MS Outlook
❖ QuickBooks Enterprise ❖ QuickBooks Pro/Premier ❖ SAP FI/CO

