

**Byron Sullivan, MBA** · 3rd

Accounting and finance professional looking to help an organization by utilizing innovation, and systems management  
Washington DC-Baltimore Area · [Contact info](#)

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National Trust for Historic Preservation  
 University of Maryland University College

**Experience**

- Senior Accounting Operations Analyst**  
 National Trust for Historic Preservation · Full-time  
 Aug 2020 – Present · 1 yr 1 mo  
 Washington, District of Columbia, United States
- Manager of Finance and Operations**  
 Auto Alliance (Alliance of Automobile Manufacturers) · Full-time  
 Jun 2017 – Mar 2020 · 2 yrs 10 mos  
 Washington, District of Columbia  
 Support Vice-President of Operations and Finance in conducting a detailed internal SWOT analysis to achieve a noticeable increase in employee and technological productivity with a combination of analytical, systematic, and creative thinking in areas including finance, employee travel booking, IT, and human resources. Monitored expenditure and financial performance. ...see more
- Staff Accountant & IT Coordinator**  
 Berliner Specialty Distributors · Full-time  
 Jul 2016 – Jun 2017 · 1 yr  
 Hyattsville, MD  
 Collaborated with the Finance Controller on all month ending tasks which included: reconciling cash, producing commission reports, and reconciling general ledger accounts. Prepared financial data and analysis reports on weekly, bi-weekly, and monthly intervals for Director of Operations (DOO) – reports included: weekly aging reports, "partners in profit" analysis report, and ...see more
- Staff Accountant & IT Coordinator**  
 Entertainment Software Association · Full-time  
 Apr 2013 – Jul 2016 · 3 yrs 4 mos  
 Washington D.C. Metro Area  
 Collaborated closely with Chief Financial Officer (CFO) and Senior Accountant on gathering applicable financial reports for annual internal and external audits. Analyzed content and financials within incoming and outgoing business proposal documents on behalf of the CFO – prepared detailed cost analysis report highlighting and consulting leadership on facts & ...see more
- Accounting Associate**  
 Arabella Advisors · Contract  
 Dec 2012 – Mar 2013 · 4 mos  
 Washington, DC  
 Executed collaborative financial reporting tasks in support of Comptroller and Senior Accountant. Ensured effective records maintenance and organization of records. Collaborated with payroll to develop payroll documentation regarding best practices and processes. ...see more

Show 3 more experiences

**Education**

- University of Maryland University College**  
 Master of Business Administration (M.B.A.), Business Administration and Management
- University of Maryland Eastern Shore**  
 Bachelor of Science Degree, Business Administration, General - Accounting, marketing & financ  
 Activities and Societies: Member Of Kappa Alpha Psi Fraternity, Inc., Positions held: Sergeant at arms

**Skills & endorsements**

- Accounts Payable** · 39  
 Endorsed by LUIGGI DELFINO and 1 other who is highly skilled at this  
 Endorsed by 2 of Byron's colleagues at Entertainment Software Association
- Microsoft Excel** · 28  
 Endorsed by 2 of Byron's colleagues at Entertainment Software Association  
 LinkedIn Skill Assessment badge
- Accounting** · 24  
 Endorsed by LUIGGI DELFINO, who is highly skilled at this  
 Endorsed by 3 of Byron's colleagues at TRANSIT EMPLOYEES FEDERAL CREDIT UNION

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**Recommendations**

Received (3) Given (2)



**Yvonne Watts**  
MBA, Member of PMI  
November 18, 2016, Yvonne and Byron were students together

Byron is very dedicated to his cause. While attending classes with him, he showed his determination to be successful in our studies to achieve the highest degree of understanding all while maintaining his professional and personal life. He was always helpful and polite, willing to work with anyone.



**Robert Sevilla**  
Sr. Financial Reporting and Systems Specialist at SEIU  
May 24, 2012, Robert was senior to Byron but didn't manage directly

Byron is a dedicated, hard working employee who goes above and beyond the scope of his duties. He's willing to learn anything that is given to him. Works very well independently and within a group setting.

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### Accomplishments

3

#### Projects

Concur Travel & Expense Implementation • Implementation of Internship Program • Visa Credit Card Conversion Project

2

#### Languages

English • Spanish

1

Member • Award