

JODI ZVER, CPA, CA

PRINCIPAL, MACKENZIE ZVER

118 SYDNEY ST, SUITE 202 • CHARLOTTETOWN PE C1A 1G4
902.393.4982 • JODI@MACKENZIEZVER.COM

Highly experienced, results driven senior financial management executive with over 20 years of extensive hands-on experience in non-profit, commercial and manufacturing sectors. Demonstrated ability in developing and implementing financial controls and processes, increasing efficiencies, and driving bottom line profit. Solid leadership, communication, and interpersonal skills.

CORE COMPETENCIES

- Financial Analysis & Reporting
- Accounting & Financial Management
- Budgeting
- Strategic Planning & Execution
- Performance Measurement
- Fund Development

SELECTED ACHIEVEMENTS

Implemented new financial reporting framework for national Board of Directors.

Implemented daily financial report of key performance indicators for a national arts centre and for an automotive manufacturing plant.

Managed, from application through final reporting, over \$50 million in grants from all levels of government.

Financial management of over \$20 million in capital improvements, all completed on budget.

Created new bottom-up budget approach and maintained a balanced budget at a national arts centre for 10 years.

Negotiated collective agreements with 4 different unions over a period of 15 years.

Created financial policy database for use by worldwide operations of large automotive manufacturing company.

PROFESSIONAL EXPERIENCE

CHIEF FINANCIAL OFFICER

Confederation Centre of the Arts, Charlottetown, PEI, 2006-2015

A key member of the senior management team setting the overall direction and long-term strategy of the organization.

- Supervise accounting and retail staff.
- Overall responsibility for finance, payroll, human resources, and retail operations.
- Prepare monthly statements, including analysis of variances.
- Advise CEO, Board of Directors and management team on financial matters.
- Create, implement and direct fiscal policies, controls, and procedures for the organization.
- Develop annual budget in conjunction with departmental directors.
- Assist in development and implementation of strategic plan.
- Liaise with external agencies such as bank, auditors, legal advisors, and government agencies.
- Manage cash flow requirements, including planning for both operational and capital expenditures.
- Assist departmental directors in expenditure control.

CHIEF FINANCIAL OFFICER

MRSB Group of Companies, Charlottetown, PEI, 2004 – 2006

- Preparation of all financial reporting, budget and actual, for eight companies.
- Management of AR, AP, Payroll, GL and consolidation.
- Liaise with bank regarding operating loan and other credit facilities.
- Establishment of accounting policies and procedures to strengthen and maintain internal controls.
- Assist in preparation and execution of strategic planning initiatives.
- Managed the controllership business at MRSB, with two fulltime staff employed in this area.
- Filled interim controller role at various manufacturing companies over a twelve month period, responsible for management of daily accounting issues, budget preparation and analysis, and financing.

PLANT CONTROLLER

Lear Corporation, Mississauga, Ontario, 2000 – 2004

- A key member of the senior management team, heavily involved in the day to day operations of the Plant.
- Played a vital role in the decision making process for both financial and non-financial issues.

- Effectively downsized the finance department from 8 to 5 people, while maintaining strong internal controls.
- Responsible for all aspects of financial reporting including preparation of annual budget, monthly forecasts, weekly updates and daily flash.
- Responsible for cost accounting function including maintaining BOM standards, analyzing variances, and quoting new business.

MANAGER, SPECIAL PROJECTS

Magna International, Aurora, Ontario, 1998 – 2000

- Analysis of financial results and preparation of presentations for Board of Directors.
- Preparation of quarterly and annual financial statements, and other publicly reported documents.
- Developed and maintained finance policy database, used by worldwide operations.
- Consolidation and analysis of monthly financial results of approximately 40 Plants.

ERNST & YOUNG, CHARTERED ACCOUNTANTS Toronto, Ontario 1994 – 1998

- Senior staff accountant in audit and accounting practice: supervision of audit teams, planning and co-ordination of numerous engagements in manufacturing, healthcare, real estate, and aerospace industries.

EDUCATION AND DESIGNATIONS

- Member Chartered Professional Accountants Association of PEI
- Bachelor of Business Administration, Mount Saint Vincent University
- Certified Six Sigma Greenbelt