



Donavon Robel

788 Reece Points, Detroit, MI ♦ Phone: +1 (555) 240 8878

EXPERIENCE

12/2013 – present

SENIOR UNIT CONTROLLER

Philadelphia, PA

- Developing and documenting key accounting policies and ensuring compliance with the key controls over financial reporting and working capital management
- Facilitate ongoing financial trainings for operations managers to develop financial acumen and driver further employee engagement
- Work with the Aramark management team to oversee the financial and cash operations at this important client location
- Establish and implement working capital control programs, and enforce policies designed to maximize internal control of inventories, cash and equipment
- Highly collaborative with the Aramark Vice President of Operations, Resident District Manager, Directors and Managers
- Assures that all company, corporate and normal business and ethical standards are closely adhered to and correct any deviations encountered. Maintains compliance with Aramark's standards of operation. Adheres to Aramark's Business Conduct Policy at all times. Maintains all records and reports to ensure compliance, with all local, state and federal regulations and codes
- Performs other related duties as directed by Regional Finance Director, VPO or Resident District Manager

08/2009 – 09/2013

UNIT CONTROLLER ASSOCIATE

New York, NY

- Assist in the development of operations analysis and special projects involving systems and reporting, business improvement, cost analysis and others
- Perform other duties as assigned by manager
- Help build a relationship with client and provide information requested in a timely manner
- Prioritizing maintenance work orders and motivating staff to meet maintenance goals
- Working with Human Resources, Marketing and Operations to achieve unit goals
- Developing supervisors in finance, particularly related to projections, explanations and food cost
- Assist in the review of weekly, monthly, and quarterly reports, such as forecast, midmonth, and month end

07/2005 – 04/2009

UNIT CONTROLLER

Philadelphia, PA

- Assists GM and HRD in development and implementation of succession plans for management team and management development
- Develops and maintains management training matrix, and coordinate management training program
- Analyze, develop, document, and implement departmental accounting policies, procedures, and systems, and make recommendations for improvement
- Provides guidance and technical assistance to employees regarding EEO/AA/IRCA and other issues pertinent to employment practices, etc
- Performs other duties as assigned by the General Manager
- Assists managers in resolving complex benefit/compensation issues
- Works with General Manager and HRD on any specific projects or tasks

EDUCATION

IOWA STATE UNIVERSITY

Bachelor's Degree in Accounting

SKILLS

- Experience supporting and training managers on various finance procedures including flash projections, forecasting, budget process, and various Sodexo reporting tools
- Self-starter who can work independently and on several tasks/projects simultaneously, and who can contribute to functional areas of the business outside of the finance area
- Experience supporting and training unit operators on various finance procedures including flash projections, forecasting, budget process, and various Sodexo reporting tools
- Exceptional knowledge of finance, accounting, budgeting, cost accounting and cost control principles, to include Generally Accepted Accounting Principles (GAAP)
- Experience supporting and training district controllers and general managers on various finance procedures including flash projections, forecasting, budget process, and various Sodexo reporting tools

- Supervisory experience and managerial responsibilities, particularly in the contract-managed service industry, is desirable. The ability to manage in a diverse environment
- Excellent interpersonal and analytical skills, ability to quickly adapt, knowledge of technology solutions and implementation of technology solutions are essential for success in this role · Operations experience helpful
- Excellent oral and written communication skills, strong attention to detail and the ability to work under strict deadlines are essential
- Excellent knowledge of EXCEL/ACCESS and Microsoft Office Suite software, A/P, A/R, Payroll, G/L and cash handling; Lawson experience is highly desired
- Knowledge of E-vision, Unit Financial System (UFS)