
John Smith

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FINANCIAL AND FRAUD MANAGEMENT

♦ Public and Non Public Sector - Investigations - Risk Management ♦

An experienced financial / risk manager and accredited counter fraud specialist with extensive experience in auditing Public and Non-Public (Charity) Funds. Strong investigative and organisational skills, a team player and leader with the ability to perform under pressure, sometimes in hostile environments, having served 22 years in the British Army. Now looking for a similar appointment after serving full military career.

AREAS OF EXPERTISE

- Fraud Investigations
- Vetting / Security
- Staff Training / Development
- Account Payable
- Risk and Asset Management
- Budgetary Controls
- Project Leadership
- Financial Accounts
- Security
- HR Issues
- Auditing
- Quality Assurance

PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

FINANCE INSPECTOR(to Warrant Officer II)

1998 - Present

Company A, Nottingham (2005 - Present)

Company A, London (1998-02).

- Responsible for the inspection and post audit reviews of up to 24 Military Public Accounts and 320 Non-Public accounts. Ensuring military establishments comply with current UK financial legislation.
- Improved and maintained the counter fraud culture within military establishments.
- Developed the skills and experience of military accountants and others responsible for military funds.
- Introduced the “Charity Commission Statement of Recommended Practice” within military establishments.

ASSISTANT DEFENSE ATTACHÉ (2002 - 2005)

Company B, Morocco (a Diplomatic Secondment to the Foreign and Commonwealth Office).

- Established a military office within the Embassy. Trained and led a team of locally employed civilians that ensured the success of the office.
- Maintained the public accounts in accordance with UK legislation.
- Controlled and budgeted for the exchange of military officers between the UK and host countries.
- Represented the UK MoD at public events.
- Fostered and maintained relations between Ministries of Defence of 5 countries.

MILITARY ACCOUNTANT

1996 - 99

Company C, Suffolk.

- Maintained Non-Public Accounts in accordance with Charity Commission and HMRC regulations.
 - Advised Senior Military Officers.
 - Improved and maintained the Counter Fraud Culture.
 - Prepared accounts for annual audit.
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PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

As Staff Trainer/Developer: (experience gained in all aspects of HR/ personnel work).

- Supervised individuals under training: planned, implemented training schedules. Conducted lessons in the classroom, practical exercises and carried out tests and assessments.
- Identified and resolved military accountants' and external agencies' experience and skill gaps.
- Evaluated training programmes for staff.
- Delivered new training solutions that met the needs of the business and the people.
- Follow-up research concluded improved budgets, increased profits and improved morale.

Leadership, Welfare, Health and Safety, Management / Logistics / Administration:

- Welfare: administered and generally looked after the Health, Safety Welfare of up to 25 men in stressful and sometimes hostile conditions. Dealt with welfare of men and families when necessary.
- Health and Safety representative, Movements Officer, Messing Officer, Visits Officer.
- Project management involvement includes planning for the physical transfer of establishment and associated personnel from one location to another.

MILITARY ACCOUNTANT

1986 - 96

Various appointments in many countries.

- Consolidated actuals, forecasts and budgets using MS software.
- Managed business plans.
- Analysed P&L statements, balance sheets and key figures.
- Disseminated information worldwide, regarding changes in financial policies and reporting structures.
- Produced monthly reports and finalized the management reports.
- Liaised with Internal Auditors.
- Prepared financial and management analysis reports.
- Identified and implemented administrative improvements.

PROFESSIONAL DEVELOPMENT

Certificate	HR Administration Management (Oracle)	2006
Accredited	Counter Fraud Specialist (NHS)	2007
Advanced Courses	French, Security and Intelligence. ECDL (level 7)	2002-03
Military Accountant	Class 1	1993
Various Courses:	Equal Ops (diversity), unit security, risk assessment, leadership, time management, fire safety / first aid, presentation skills.	

MEMBERSHIPS

Member	of the Institute of Counter Fraud Specialists	Since 2007
Member	of the Institute of Leadership and Management	Since 1999

PERSONAL

Born: 1969.
Mobility: Full, clean EU licence.

References available on request.