

West Jordan, UT, 84088•

My accounting background extends from private corporations, banking and CPA firms, preparing me to take on a multitude of positions at many organizations. My experience with DSPD makes me a great candidate for Administrator for the Community Supports Waiver. While as a financial analyst, I worked on billing issues relating to client eligibility and status on the waiver, and regularly coordinated with multiple agencies for the benefit of our clients. As part of the RFS committee, I gained a deep understanding of the services that DSPD provides and the lives that are benefited from it. These experiences make me a great candidate to be Administrator of the Community Supports Waiver.

Experience

Aug 2021 - Current

State of Utah - DSPD

SLC, UT

Program Specialist II

- Review the Requests for Services that SCEs submit to DSPD for services for DSPD clients
- Conduct budget utilization reviews to ensure that DSPD clients are using budgets appropriately
- Consult with Support Coordinators on matters of services for clients on the waiver

April 2017 – Aug 2021

State of Utah - DSPD

SLC, UT

Financial Analyst II

- Audit Medicaid reimbursements for the Division of Services for People with Disabilities (DSPD)
- Manage Cash receivables and track other physical assets
- Create and manage spreadsheets and databases for the financial team to use in analysis

2016 - 2017

Wells Fargo

SLC, UT

Researcher

- I was hired to assist the transfer from a legacy system to a modern payment system that could handle greater number of users and functionality
- In the Corporate Trusts and Leases division, I primarily worked in the researching international financial transactions
- With clients spread across the country, became familiar with multiple forms of digital communication and storage for secure and organized means of keeping accounting documents and information.

Education & Volunteer

Accounting Senior

Western Governors University

SLC, UT

School & Volunteer History

- Awarded a grant for my success at business competition at the University of Utah
- Served in Student Government and Leadership at the University of Utah
- Served as member and chair of committees to advise West Jordan City, including the Health and General Plan committees