

Christopher T. Owens, MBA, CFE

Dallas-Fort Worth Metroplex • 407-489-9409 • towens2619@gmail.com

CONTROLLER & BOOKKEEPING PROFILE

Bookkeeping, accounting, and Controller professional with 10+ years of experience managing the full accounting cycle, including QuickBooks Online, general-ledger maintenance, transaction coding, bank and credit-card reconciliations, accounts payable and receivable, payroll accounting, journal entries, accruals, month-end and year-end close, and financial statement preparation. QuickBooks Online Advanced ProAdvisor with QuickBooks Online Payroll and Intuit bookkeeping credentials, supported by an MBA and Certified Fraud Examiner (CFE) designation. Extensive experience supporting nonprofit and mission-driven organizations, including grant management, restricted-fund accounting, gifts, sponsor reporting, compliance, and financial stewardship. Experienced identifying and correcting accounting discrepancies, cleaning up historical books, strengthening charts of accounts and internal controls, and producing accurate, audit-ready financial records. Brings Controller-level capability to budgeting, cash-flow forecasting, management reporting, KPI analysis, and financial oversight while remaining highly hands-on in the day-to-day books.

CORE CONTROLLER & BOOKKEEPING COMPETENCIES

QuickBooks Online Bookkeeping & General Ledger Management

Nonprofit, Grant, Gift & Restricted-Fund Accounting

Grant Management, Sponsor Invoicing & Closeout

Bank, Credit Card & Balance-Sheet Reconciliations

Month-End & Year-End Close Ownership

Journal Entries, Accruals & Adjusting Entries

Financial Statements & Management Reporting

Accounts Payable, Accounts Receivable & Billing

Payroll Accounting & Payroll Reconciliations

Bookkeeping Cleanup, Catch-Up & Discrepancy Resolution

Chart of Accounts Design & Account Structure

Budgeting, Forecasting & Cash-Flow Planning

KPI, Profitability & Budget-to-Actual Analysis

Multi-Entity & Intercompany Accounting

Internal Controls, Documentation & Audit / Tax Readiness

Accounting Workflow & Process Improvement

Systems: QuickBooks Online, Microsoft Excel, QuickBooks Online Payroll, Workday, Adaptive Planning, SAP, Oracle, Microsoft Power BI, Tableau

PROFESSIONAL EXPERIENCE

Owens Executive Financial Services LLC — Fort Worth, TX

Controller & Accounting Consultant | 2025–Present

- Manage full-cycle QuickBooks Online bookkeeping and general-ledger accounting across business and real-estate entities, including transaction review and coding, journal entries, accounts payable and receivable, payroll accounting, bank and credit-card reconciliations, and balance-sheet maintenance.
- Own month-end and year-end close activities, including accruals, adjusting entries, account analysis, and reconciliation of cash, credit cards, clearing, liability, equity, intercompany, and other balance-sheet accounts to maintain accurate, supportable books.
- Prepare and review profit-and-loss statements, balance sheets, cash-flow reporting, and management financial packages; investigate unusual activity, explain variances, and provide clear financial information to owners and leadership.
- Perform QuickBooks cleanup, catch-up, and diagnostic work, resolving historical coding errors, duplicate or missing transactions, unmatched activity, reconciliation differences, clearing-account issues, and inaccurate account balances.
- Design and maintain scalable charts of accounts, accounting workflows, close checklists, workpapers, and documentation; strengthen internal controls and standardize processes to improve accuracy, efficiency, audit readiness, and continuity.

- Support multi-entity and property accounting, including intercompany activity, security deposits, accrued expenses and liabilities, owner distributions and equity activity, debt and financing transactions, revenue and fee classification, and entity-level reporting.
- Provide Controller-level oversight through budget-to-actual reporting, cash-flow planning and forecasting, KPI and profitability analysis, discrepancy resolution, and recommendations that help management understand performance and make operating decisions.
- Maintain organized, audit-ready and tax-ready records and supporting documentation; coordinate year-end information for external accountants and tax professionals while serving as a hands-on accounting partner who independently owns deadlines, resolves accounting questions, and safeguards the accuracy and completeness of the books.

University of Central Florida — Orlando, FL

Director of Finance, Accounting, & Compliance | 2024–2026

- Managed finance, accounting, reporting, and compliance activities across academic, clinical, research, auxiliary, foundation, and sponsored-program operations supporting more than \$40M in annual activity across 13 departments and programs.
- Managed budgeting, forecasting, account analysis, and recurring financial reporting used to monitor revenue, expenses, collections, profitability, and resource utilization.
- Managed financial activity for clinical and operational programs, including reporting, revenue-cycle activity, capital planning, budgeting, and financial analysis.
- Managed month-end and year-end close activities, including review of account reconciliations, accruals, financial statements, and reporting accuracy.
- Managed accounting and financial stewardship across operating, auxiliary, clinical, sponsored-program, foundation, grant, gift, and restricted-fund activity.
- Maintained internal controls and financial documentation to strengthen accuracy, accountability, and compliance.
- Prepared and communicated financial reporting, forecasts, budget-to-actual information, and analysis for organizational leadership.
- Coordinated audit and compliance support for internal, external, sponsor, and regulatory reviews, including documentation and issue resolution.
- Managed financial stewardship and reporting for sponsored research, grant-funded initiatives, gifts, and restricted funding sources.
- Managed finance and accounting staff and improved processes supporting accurate, timely financial reporting and close activities.

University of Tennessee Institute of Agriculture — Knoxville, TN

Assistant Director of Finance, Accounting, & Compliance | 2022–2024

- Managed finance, accounting, reporting, and compliance activities for operating, research, grant-funded, gift, and restricted-fund portfolios exceeding \$100M annually.
- Managed sponsored-program financial administration for federal, state, private, and foundation-funded grants, including reporting, compliance, stewardship, and funding utilization.
- Managed complex funding environments encompassing operating funds, sponsored research, gifts, restricted funds, and designated accounts, ensuring accurate accounting treatment and compliance.
- Managed financial reporting, account reconciliations, funding compliance, and month-end/year-end close activities across multiple departments, grants, and funding sources.
- Coordinated financial audit and compliance activities and strengthened internal controls, documentation, and financial governance.
- Worked directly with principal investigators, department heads, and executive leadership on budgeting, funding utilization, resource allocation, and financial questions.
- Prepared financial analyses and forecasts supporting operating decisions, grant administration, and long-term planning.
- Developed recurring reports and financial dashboards that improved transparency, accountability, and decision support.

Sponsored Projects Accountant | 2019–2022

- Managed hands-on post-award accounting, financial reporting, and compliance for federal, state, local, private, and foundation-funded sponsored projects.
- Performed account reconciliations, transaction and expenditure review, financial analysis, and discrepancy resolution to maintain accurate records and comply with funding requirements.
- Prepared and reviewed financial reports, sponsor invoices, budget and funding analyses, and supporting documentation for principal investigators, sponsors, and leadership.
- Performed grant closeout support, audit preparation, account review, and post-award compliance activities while maintaining accurate and well-supported financial records.
- Worked directly with principal investigators and departments on grant budgets, allowable expenditures, funding utilization, reporting requirements, and account questions.

State of Tennessee Department of Revenue — Knoxville, TN

Tax Auditor III | 2015–2019

- Conducted detailed financial audits and compliance examinations across multiple industries, reviewing accounting records, transactions, internal controls, and supporting documentation.
- Analyzed financial statements, general-ledger records, and business processes to identify discrepancies, compliance risks, and accounting issues.
- Applied state tax regulations and accounting guidance to financial records and documented audit conclusions.
- Communicated findings and documentation needs directly with business owners, accountants, financial representatives, and management.
- Mentored junior auditors and supported training focused on accurate financial analysis, documentation, and audit quality.

EDUCATION

Master of Business Administration

Middle Tennessee State University

Bachelor of Science in Accounting

University of Tennessee

CERTIFICATIONS

Certified Fraud Examiner (CFE)

QuickBooks Online Advanced ProAdvisor

QuickBooks Online ProAdvisor

QuickBooks Online Payroll Certification

Intuit Academy Bookkeeping Certification