

Lewis “Lew” Robbins

*Certified Public Accountant
Certified Fraud Examiner*

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Reliable and Adaptable Accounting Professional

Background

Experienced auditor/investigator, who also has managerial and banking experience, seeks accounting position with opportunities for advancement and continuing professional development. Applicant has worked in both the public and private sectors.

Qualifications and Skills

Present Employer

- Ten years of participating in and often leading investigative audits of cities, schools, school support organizations, utility districts, and not-for-profit organizations for which present employer is charged with audit oversight.
- Utilized knowledge of accounting principles, training sponsored by the Association of Certified Fraud Examiners, Reid and Associates, Wicklander-Zulawski, along with additional internal, organization-specific training.
- Performed audit procedures in accordance with planned audit programs when that level of structure was deemed necessary and appropriate.
- Prepared draft reports detailing provable instances of theft, fraud, and noncompliance with laws and regulations. Final versions of the reports have been released publicly.
- Extensive and proficient use of computer technology for analysis, documentation of procedures, and presentation.
- Assisted with prosecutions, including use of courtroom presentation technology.

Earlier Work Experiences

- Answering bank customers' account questions, including inquiries about reported errors.
- Sales of bank products, mostly deposit accounts, some loan referrals.
- Responsible for day-to-day operations of a franchised restaurant.
 - Volume forecasts.
 - Staffing and supervision.
 - Ordering product.
 - Managing costs, especially controllable costs of sales, chiefly food and labor.
 - Ensuring customer satisfaction.
- Communicating policies and procedures, training and educating (several positions).

Skills Learned through Academics and Personal Study

- Database design and interfaces.
- Multiple programming languages.
- Ecommerce and Web page design.

General Skills

- Proficient in written communication.
 - Effective speaker/presenter.
 - Excellent aptitude for mathematics.
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Professional Experience

Accounting

- **State of Tennessee | Office of the Comptroller of the Treasury | Division of Municipal Audit** | Nashville, TN | August 2001 – Present | Legislative Auditor 4/Investigative Auditor.

Earlier Experience

- **University of Tennessee Department of Accounting** | Knoxville, TN | Graduate Teaching Assistant (information systems lab instructor) | August 2000 – June 2001.
 - **First Tennessee Bank** | Knoxville, TN | First Link Lead Agent II | July 1995 – August 2000.
 - **Pizza Hut** | LaFollette, TN | Unit Manager | August 1992 – April 1994 and September 1994 – April 1995.
 - **Jim Cogdill Dodge** | Knoxville, TN | Salesperson | April 1994 – September 1994.
 - **Arby’s** | Laramie, WY and Aurora, CO | Manager Trainee | August 1989 – December 1990 and April 1992 – July 1992.
 - **Teton County School District Number 1** | Jackson, WY | Seventh Grade Math Teacher | August 1991 – March 1992.
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Education

- **University of Tennessee | Knoxville, TN | Master of Accountancy (MAcc) 2001.**
 - Concentration: Systems.
 - GPA: Graduate coursework – 3.90.
 - GPA: Prerequisite accounting plus elective undergraduate courses – 4.00.
 - Inducted into Beta Gamma Sigma, national collegiate business honor society.
 - **University of Wyoming | Laramie, WY | Bachelor of Science with Honor – Mathematics (Secondary Education) 1991.**
 - Coursework included 36 total semester hours of mathematics, 21 hours of computer science, 9 hours of statistics, and 6 hours of accounting.
 - Completed final 2.5 years of on-campus coursework while employed, often working over 30 hours per week.
 - Inducted into Phi Kappa Phi, national collegiate honor society.
 - Inducted into Kappa Delta Pi, national education collegiate honor society; held office of treasurer for one semester.
 - GPA: Overall – 3.76
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Volunteer Experience

- **Wolverine Trail Homeowners Association | Smyrna, TN | 2006 – Present | Treasurer.**
 - No custody of or control of cash – “comptroller” would better describe role
 - Closely involved in budget preparation.
 - Evaluated and recommended changes to (developer’s) inadequate, initial fee structure.
 - Developed, with input from other officers and property management company, negotiated payment schedules for major emergency repairs.
 - Repairs included possible sinkhole damage in parking lot, a collapsed retaining wall, and a malfunctioning sewer lift station.

- **Middle Tennessee Chapter of the Association of Certified Fraud Examiners | Nashville, TN | 2003 – Present | Chairperson of Website Committee and Webmaster, Board Member.**
 - Named Outstanding Chapter Member of the Year for 2010 – 2011.
 - Maintained up-to-date Website (middletennesseecfe.org) and responded to Email.
 - Redesigned entire Website with emphasis on appearance and ease of use for an eventual successor that might be less comfortable with the technology.
 - Contributed extensively to the chapter’s first use of E-Commerce.
 - Designed interface that traced Google checkout payments to specific event registrants.
 - Elected to serve as an at large board member for 2011-2012.