

Colt Fowler

☎ (253) 555-4816 ✉ colt.fowler@example.com 💼 linkedin.com/example/coltfowler 📍 Tacoma, WA 98402

SUMMARY

Senior budget and financial analysis professional with 12 years of experience supporting **public sector budgeting, accounting**, technology program finance, appropriation analysis, forecasting, and executive reporting. Direct government finance experience includes budget development, budget execution, fiscal notes, **corrective journal entries**, revenue and expenditure reporting, funding authority reconciliation, and variance analysis. Advanced Excel capability includes PivotTables, charts, VLOOKUP, IF, and SUMIF, supported by practical use of Workday, ERP reporting, Apptio, SharePoint, and Microsoft Teams. Has guided large **technology modernization** portfolios through changing schedules, vendor commitments, legislative actions, and funding assumptions. Produces clear financial narratives, leads results discussions, and gives executives useful choices around risks and corrective action. Brings disciplined stewardship, responsive service, and sound judgment to high visibility fiscal work.

EXPERIENCE

Senior Budget Analyst, Technology Programs

January 2023 - Present

Rainier Civic Technology Group

Tacoma, Washington

Directs financial planning for a multi year public technology modernization portfolio. Connects staffing, vendor commitments, implementation schedules, revenue, expenditures, and authorized funding while guiding executive decisions and maintaining reliable fiscal records.

- Directed modernization forecasts across staffing, vendors, schedules, and authorized funding commitments.
- Produced monthly reports from Workday and ERP data using **advanced Excel** reconciliation.
- Reforecast **revenue** and expenditures after schedule changes, preserving approved **funding authority** alignment.
- Reviewed legislation and appropriations, then prepared **fiscal notes** and funding narratives.
- Validated **corrective journal entries** and year end schedules with traceable supporting documentation.
- Led executive reviews covering budget position, forecast risks, **spending** options, and corrective actions.

Budget and Accounting Analyst, Public Finance

July 2020 - December 2022

Evergreen Public Services Agency

Olympia, Washington

Managed operating and project budgets across public funding sources. Prepared financial reports, reconciliations, appropriation analyses, and issue papers while coordinating review materials through SharePoint and Microsoft Teams for agency stakeholders.

- Managed operating and project budgets across multiple public funding sources and priorities.
- Built Excel models with **PivotTables**, **VLOOKUP**, IF, and SUMIF for reconciliations.
- Prepared quarterly and annual revenue reports after validating general ledger activity.
- Analyzed appropriation language and organized calculations for funding requests and issue papers.
- Maintained **accounting** adjustments and reconciliations with audit ready documentation.
- Coordinated financial calendars and decision records through **SharePoint** and **Microsoft Teams**.

Senior Financial Analyst, Technology Programs

March 2017 - June 2020

Summit Enterprise Solutions

Bellevue, Washington

Managed financial planning for enterprise technology implementations, translating delivery schedules, labor plans, vendor costs, capital assumptions, and procurement obligations into scenarios that supported annual planning and executive reporting.

- Managed implementation forecasts using schedules, labor plans, software costs, and vendor invoices.
- Developed scenarios showing budget effects from timing, scope, and resource changes.
- Reconciled project actuals through **ERP reporting** and Excel before **executive reporting**.
- Built status reports combining spend, commitments, estimate to complete, and explanations.
- Translated roadmaps into phased funding requirements for annual planning cycles.
- Monitored contract spending and upcoming obligations with project and procurement teams.

Financial Analyst, Operations and Technology

June 2014 - February 2017

Northwest Operations Partners

Spokane, Washington

Prepared departmental budgets and rolling forecasts for operational and technology cost centers. Connected account activity, revenue trends, accounting corrections, and close procedures with decisions about spending and commitments.

- Prepared departmental budgets and rolling forecasts for technology cost centers.
- Analyzed monthly expenses and revenue against plan, then investigated account **variances**.
- Maintained Excel workbooks with lookup formulas, conditional logic, PivotTables, and **charts**.
- Reconciled general ledger activity and documented **accounting** corrections for review.
- Developed financial summaries linking spending trends with operational decisions and commitments.
- Documented monthly close procedures, source systems, review steps, and ownership.

Budget Analyst, Financial Planning

Harborview Business Services

October 2012 - May 2014

Vancouver, Washington

Supported annual budget development, forecast updates, revenue and expenditure reporting, and funding requests. Maintained organized workpapers and translated transaction detail into clear explanations for budget reviewers.

- Supported annual **budget development** by validating cost inputs and planning schedules.
- Tracked actual spending against targets and researched transaction details for variance explanations.
- Prepared recurring revenue and expenditure reports from **accounting** extracts.
- Built Excel schedules for expense trends, headcount assumptions, and forecast updates.
- Drafted narratives for budget adjustments and funding requests tied to documented needs.
- Maintained financial workpapers and close documentation for consistent review.

PROJECTS

Cloud First Modernization Funding Model 📅 2024

Built a scenario model connecting implementation timing, vendor commitments, staffing assumptions, funding authority, and forecast changes. Clear options helped program leaders discuss fiscal risk and spending choices.

Appropriations and Fiscal Note Review 📅 2022

Structured legislative bill analysis, appropriation calculations, funding request narratives, and issue paper inputs. Review materials gave public finance partners a clearer basis for decisions.

LEADERSHIP & AWARDS

- Certified Government Financial Manager recognition, 2018
- Microsoft Office Specialist, Excel Expert, 2021
- Led executive budget reviews for high visibility modernization programs

EDUCATION

Bachelor's Degree in Business Administration, Accounting

2012

Eastern Washington University GPA: 3.5

Cheney, Washington

Coursework: Financial accounting, managerial accounting, public finance, business statistics

CERTIFICATIONS

- Certified Government Financial Manager 📅 2018
- Microsoft Office Specialist, Excel Expert 📅 2021

TECHNICAL SKILLS

- **Excel Analysis:** PivotTables, charts, VLOOKUP, IF, SUMIF
- **Financial Systems:** Workday, ERP reporting, Apptio
- **Collaboration Tools:** SharePoint, Microsoft Teams, document libraries
- **Budget Management:** Budget development, budget execution, spending plans
- **Public Finance:** Public sector budgeting, government accounting, fiscal controls
- **Forecasting Methods:** Revenue forecasts, expenditure forecasts, rolling forecasts
- **Reporting Practices:** Monthly reports, quarterly reports, annual reports
- **Appropriations:** Funding authority, appropriation cycles, legislative bills
- **Accounting Operations:** General ledger, reconciliations, corrective journal entries
- **Technology Finance:** Technology programs, modernization budgets, implementation costs
- **Fiscal Analysis:** Variance analysis, fiscal notes, issue papers
- **Executive Communication:** Executive reporting, financial narratives, results presentations

SKILLS

- | | | | |
|----------------------------|---------------------|------------------------|-----------------------|
| • Budget development | • Variance analysis | • Technology budgeting | • Apptio |
| • Budget execution | • Appropriations | • Advanced Excel | • Executive reporting |
| • Public sector accounting | • Fiscal notes | • Workday | • Funding proposals |
| • Forecasting | • Journal entries | • ERP reporting | |

PROFESSIONAL AFFILIATIONS

- Government Finance Officers Association, public finance professional
- Association for Government Accountants, financial management professional

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST