

Anne Tarski

Vice President of Finance
Southwest Texas Junior College
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EDUCATION

J.D., The University of Houston Law Center, 1983
B.B.A., Accounting, The University of Texas, Austin, 1980

COLLEGE TEACHING/EXPERIENCE

Director of Accounting and Controller, Southwest Texas Junior College. 2010 to Present
Responsible for compiling annual budgets, monthly financial statements for Board presentation, advising the President on Financial matters, and supervised Business Office operations.

Adjunct Professor, Sul Ross University, Uvalde, TX. 1996-1998, 2006
* Taught Business Law and Finance classes to upper-class business student

PREVIOUS EXPERIENCE

Office Director/Food Safety Director, Cargil Farms Produce. 2007 - 2010
Responsible for all aspects of accounting for multi-million dollar produce shed, including payroll.
* Supervised the installation of and training for Famous software network.
* Designed systems and led the company and its farms through a full scale, licensed food safety audit with Primus Labs.

Controller, Sierra Industries 1998 - 2005

Accounting

- * Responsible for preparation of monthly and year-end financial statements (audited).
- * Supervised all aspect of accounts payable, accounts receivable and invoicing.
- * Managed Mas90 accounting system and company network capabilities.
- * Developed programs to track hourly efficiency of employees per job.
- * Formulated macros to calculate profit on a per job basis

Management

- * Supervised accounting staff.
- * Trained staff in the use of computer software (Mas90, Excel, Adobe Acrobat)
- * Implemented successful core tracking program.
- * Successfully retained essential staff during downsizing.

Revised: 9/2/2011