

**JOEL QUIÑONES, MBA**  
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Joel\_Quinones@comcast.net

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### **PROFILE**

Accomplished senior financial executive with extensive strategic, financial & operational experience. Business partner sought out to advise senior management and Boards of Directors. Proven success leading financial and operational teams to improve systems, processes and performance. Seeking a leadership position in Finance & Administration to drive company growth, performance and process improvements and provide decision making information to leadership teams and Boards of Directors.

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### **PROVEN COMPETENCIES**

<b>Strategic Planning</b>	<b>Metrics (KPI) Analysis</b>	<b>Financial Planning &amp; Analysis</b>
<b>Lean Initiatives</b>	<b>Cash Management</b>	<b>Cost Accounting</b>
<b>Risk Management</b>	<b>Internal Controls</b>	<b>Inventory Control</b>
<b>International Finance</b>	<b>Credit Management</b>	<b>Profitability Analysis</b>

*Mergers & Acquisitions ♦ Due Diligence ♦ Banking, Lending & Legal Relations  
Board Presentations ♦ Tax ♦ Audit Management ♦ Budget Management  
A/P & A/R Administration ♦ Employee Benefits Plan Management ♦ Hedging*

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### **KEY ACHIEVEMENTS**

- Led detailed analysis and disciplined implementation of plan to drive manufacturing and logistical operations improvements, resulting in EBITDA gains of >\$1MM
  - Managed company revenue growth from \$25MM to \$285MM
  - Financial leader managing strategic acquisition and integration resulting in 30% increase in revenues and 60% increase in net profits, negotiated working capital and long-term financing
  - Instituted new credit and inventory control policies, reducing days sales outstanding by 7 days and significantly increasing inventory turns by 75%
  - Developed and implemented strategic plan resulting in successful divestiture of 3 operating divisions to strategic buyers
  - Led implementation project of Fourth Shift ERP software system; project completed ahead of schedule and under budget
  - Developed Daily Metrics Report, focusing management on real time key business drivers
  - Led systems conversion from QuickBooks to Microsoft Dynamics AX ERP system
  - Implemented and presented Board Deck Package at quarterly Board of Directors meetings
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### **CAREER CHRONOLOGY**

#### **INTERIM ACTIVITY**

#### **J. QUINONES CONSULTING**

**2018 to Present**

*Oversight for Accounting and Finance for Private Equity owned contract manufacturers and a Private Equity owned services provider; various consulting projects*

#### **Consultant (Lincoln Laboratory)**

- Develop Opening Balance Sheet, Chart of Accounts for acquired company
- Implement ERP system conversion to Quickbooks Online from Sage 50
- Review of income tax returns for accuracy, identified errors requiring amended return

#### **Interim CFO (Kochek Company LLC)**

- Completed December – March Internal Financial Statements, Year-end Financial Audit
- Provide consistent and accurate 13 Week Cash Flow Reporting
- Review and complete inventory valuation and revision of standard costs; E&O Inventory review
- Process overdue Workers Compensation Audit

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## **CAREER CHRONOLOGY (Cont'd)**

### **J. QUINONES CONSULTING (Cont'd)**

**2018 to Present**

#### **Interim CFO (CBIZ CMF) and Interim Controller (Robert Half Management Resources)**

- Managed a high turnover Finance department to complete year-end audit.
- Implemented internal controls, identified and corrected errors in the general ledger and financial reporting package. Managed a staff of 20 and consulting staff of 2
- Provided detailed analysis of under-absorbed overhead and Net Working Capital

### **PROTOTEK HOLDINGS, LLC**

**2018 to 2019**

*Reporting to the CEO of this Private Equity owned rapid prototype manufacturer*

#### **Interim Chief Financial Officer**

- Set up financial reporting process including Weekly Flash Reports, 13 Week Cash Flow Reports, budgeting & FP&A process
- Integrated new acquisition including financial controls and reporting

### **BERKSHIRE STERILE MANUFACTURING**

**2020 to 2021**

*Reporting to the CEO for this sterile drug contract manufacturer. Lead the functions of Finance, Accounting, Information Technology, Human Resources and Materials Management. Responsible for oversight of all company financial operations including financial planning & analysis, reporting, financing and risk management functions.*

#### **Chief Financial Officer**

- Reduced financial reporting cycle from 30 days to 10 days
- Implemented Dashboards to drive improved financial performance
- Instituted business review to improve operational performance
- Led purchasing efforts to negotiate & consolidate purchases, resulting in discounts exceeding \$300k/year

### **SEABOARD FOLDING BOX COMPANY, INC., WESTMINSTER, MA**

**2013 to 2017**

*Reporting to the President of this ISO 9001:2008 certified Family / Private Equity owned folding carton manufacturer. Oversight for accounting, finance, IT, Human Resources, Tax Planning and Risk Management*

#### **Chief Financial Officer**

- Upgraded financial reporting to Private Equity quality reports and quarterly Board Decks
- Developed a report to merge customer generated sales forecasts and internal job scheduling reports, resulting in reduced lead times, inventory, increased production efficiency

### **INTERFOOD INC., Waltham, MA**

**2009 – 2011**

*Reporting to the President/Managing Director of the U.S. subsidiary of this privately held Dutch multi-national supplier and international commodity trading company (subsidiary of Interfood Holding BV)*

#### **Financial Controller**

- Created financial forecasting models used for management and bank reporting
- Developed reports to manage supply chain and inventory at 35+ locations, resulting in inventory reduction of 20%
- Review of international sales contracts

### **UCF, INC., Fitchburg, MA**

**2004 – 2008**

*Reporting to the President/CEO for this privately held multi-site manufacturer, supplier and logistics company; provided accounting, financial, operating, tax and strategic leadership for the company; sought out by executive management and Board of Directors to provide financial advice and counsel. Sold to strategic buyer in 2008*

#### **Chief Financial Officer**

- Benchmarked performance measurements and logistics reporting; identified operating gaps resulting in improved margin performance and more efficient utilization of fleet resources

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**CAREER CHRONOLOGY (Cont'd)**

**DIMENSION POLYANT SAILCLOTH, INC., Putnam, CT**

**1998 – 2004**

*Reporting to the President/CEO of this international high performance textile manufacturing company (subsidiary of publicly held Gamma Holding NV); direct leadership role for all Financial, IT and Administrative initiatives including internal controls; managed year end audit by Big 4 firms – PriceWaterhouse Coopers & KPMG*

**Controller**

- Financial leader in successful acquisition and integration of Australian subsidiary
- Reorganized financial reporting process, reducing month end reporting cycle to 3 days
- Led implementation of internal control systems & procedures used by Gamma Holding NV

**ARMBRUST CORPORATION/VARGAS MANUFACTURING CORP., Providence, RI**

**1994 – 1998**

*Reporting to the President/CEO of this family-owned precious metals jewelry manufacturing company; provided oversight for Finance, Accounting, Cost Accounting, Human Resources, IT, and Purchasing; led Finance and Operations with supervisory responsibility for 6 cross-functional business managers. Company sold to strategic buyer in 1998*

**Vice President, Finance**

- Led re-engineering efforts resulting in labor and productivity improvements of \$300k
- Redesigned production control process, reducing inventory, labor, and improving product delivery schedules

**UCF, INC., Fitchburg, MA**

**1986 – 1994**

*Reporting to the General Manager/CEO of this privately held manufacturer, distributor, retailer and logistics company; provided leadership oversight for financial reporting and analysis with presentations to the Board of Directors; managerial and supervisory responsibility for 16 full-time professionals*

**Controller**

- Managed financial modeling and due diligence resulting in successful acquisition and integration of a competitor

**Interim General Manager, Petmark Division, Fitchburg, MA**

- Reduced cost structure and increased gross margin based on strategic initiatives including process improvements to order entry, inventory controls, focusing sales management; combined impact on margin performance >\$750k in cost savings and improved gross margins

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**PROFESSIONAL DEVELOPMENT**

**CLARK UNIVERSITY, GRADUATE SCHOOL OF MANAGEMENT, Worcester, MA**

**1995**

Master of Business Administration, Concentration in Accounting

**BENTLEY UNIVERSITY, Waltham, MA**

**1980**

Bachelor of Science, Major in Economics & Finance; Associate of Science, Minor in Accounting; with Honors

**SEMINARS/TRAINING**

Managing the Modern Treasury; Lean Foundations; Business Performance Analysis; Data Analytics; Raising Private Debt at Middle Market Companies; Audit & Due Diligence Foundations; Root Cause Analysis Tools and How to Use Them; SAP ERP Essential Training

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**OTHER**

**Foreign Language:** Spanish

**Computer Skills:** Microsoft Excel (including pivot tables & vlookups), Access, Word, Power Point; Sage 50, INFOR, Great Plains, Microsoft Dynamics AX, SAP, Cognos, Fourth Shift, Mei Trak, Quickbooks, Agri-Smart