

JEAN CVR SERRATORE

Serratore Tax

Chief Executive Officer (CEO)

With over 28 years of relevant experience, Jean is responsible for directing the overall financial plans and accounting practices of an organization. She oversees treasury, accounting, budget, tax and audit activities of the organization and subsidiaries, as well as the financial and accounting system controls and standards and ensures timely financial and statistical reports for management and/or Board use.

Jean also directs budget and cost controls, financial analysis, accounting practices and reports. She analyzes and interprets financial data and recommends changes to improve systems and financial performance.

Additionally, some of her duties and responsibilities include, but are not limited to, the following:

- Manages the preparation of cost accounting records, including designs and implementation of cost control procedures.
- Oversees the recording and calculation of unit cost for products or services related to a specific job or project.
- Examines any costs that seem contrary to past experience, organizes cost accounting functions prior to physical inventory, and produces cost accounting or operating reports.
- Plans and directs analysis of financial data, provides assessment of existing and proposed financial plans and policies, and proposes changes to ensure organization achieves financial targets.
- Directs review and verification of records, compliance with standards, policies and procedures, develops audit procedures and systems.

Oversees audit findings and recommendations while supervising internal audit staff.

- - Conducts audits to verify records for accuracy and conformance to standards.
- Inspects financial or operational information to ensure procedures are correct and appropriate.
- Compiles audit findings and recommends revisions to systems and procedures.
- Completes professional tax accounting activities that are complex in nature.
- Sets up and retains organization's tax records.
- Files tax returns and prepares related reports.
- Performs management studies.
- Establishes and carries out a campaign to reduce the organization's tax debt.
- Adheres to all federal, state, local, or international tax laws.
- Oversees governmental reporting to federal, state, local (municipal) agencies, inclusive of SEC filings
- Manages the retention and preparation of tax records, tax returns, and other required reports.
- Assesses the impact of the organization's tax liability.
- Oversees tax accounting staff.

