

# DIRK OPPENHEIMER

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## CHIEF FINANCIAL OFFICER

Director of Finance \* Accounting Manager \* Controller

Detail-oriented, Reliable, and Accomplished **Finance Professional** has 24+ years of extensive experience in budgeting, financial management, bank reconciliations, problem solving, project allocation, and team development and leadership. Versatile individual with strong work ethic maintains a consistent track record of partner and business success. Recognized as a financial and account expert; worked closely with CEO and Board of Directors to ensure highest level of professionalism and efficiency for all projects.

**Played integral role in company growth by identifying corporate revenues that had doubled within a year frame, focusing on equity fund investor expansion and watch list property decrease.**

**Increased corporate operating reserves by 50%, supporting on-going operations.**

Distinguished top performer demonstrates a verifiable track record of developing a strategic financial vision that drives market growth, streamline operations and lower costs and exhibits a flawless record in designing and overseeing strategic initiatives, increasing revenue, enhancing operations, and generating new products. Possess exceptional planning, prioritizing and goal setting skills to achieve optimal outcome to create, implement and document efficient methods of operations.

- \* Benefits Design Administration
- \* Accounting & Auditing
- \* Cash Management & Payroll
- \* Equity Funds & Asset Management
- \* Budget Development & Spreadsheets
- \* Financial Analysis & Reporting

## NOTABLE HIGHLIGHTS

- ✓ **Created 30% investor increase** over 4-year period by implementing new and existing outreach tactics within the banking community and providing specialized financial reports; **developed financial dashboard** to easily identify Key Performance Indicators, ensuring prompt and informed decision-making and operational performance.
- ✓ **Managed portfolio of quarterly financial reports** on 25 Low Income Housing Tax Credit properties; identified and established new internal control procedures and protocols for ACH transactions and check writing items to **optimize efficiency**.
- ✓ Executed oversight of audits and tax returns for 130+ partnerships/LLCs; **managed 28+ equity funds** within \$220M equity real estate portfolio.

## CAREER HISTORY

### Colorado Community Development Corporation

1994 - 2018

Woodland Park, CO

Chief Financial Officer (1997 - 2018)

- \* Directed and provided oversight to all financial departments including Accounting, Finance, Payroll, Benefits, and Human Resources and **supervised various cross-functional project teams** to maintain quality output; **assisted Board of Directors in decision making**, strategic goal setting, and resource allocations through consistent and accurate financial reports.
- \* Developed and communicated actual vs. budget reports to Board of Directors, Finance Committee, and CEO to **ensure strong financial performance and planning**; prioritized and managed corporate budget in excess of \$5M; orchestrated updates as needed to meet optimal outcomes.

- ✦ Handled cash resources with accounts receivables and payables and **operated within cash reserve targets**; delivered maximum return and maintained operational cash amounts through management of project operating reserve accounts at various banking institutions; **evaluated and approved project financial requests** from Director of Asset Management.
- ✦ Conducted policy, funds, and communication management for executives with deferred compensation accounts; spearheaded design and **negotiation of Health & Disability Insurance** with external brokers to ensure optimal coverage.
- ✦ **Prepared in-depth financial reports for board meetings**, managed annual consolidating audit for company and affiliates, and directed the 970-annual tax return; initiated and guided project operating reserve accounts; oversaw and worked as liaison between 2 CPA firms on the K-1 form process.
- ✦ Reviewed Bank Reconciliations and **developed specialized reports for investors**; orchestrated vendor selection to meet criteria and negotiated contracts to meet goals; **oversaw partnership development** for all technical areas including computer phone and network systems.
- ✦ Reported to investors on equity real estate portfolio and related assets, handled capital contributions to projects and fund liquidity and reconciliation, and **analyzed projected vs. actual credits** (cost certifications, projected basis, etc.); **built and encouraged bridge lender relationships**, tracked balance and interest expenses, determined pay-off dates, and oversaw disbursements to projects.

#### Asset Manager (1994 - 1997)

- ✦ Coordinated with general partners to approve annual project budgets, worked directly with Director of Asset Management on credit and collections processes for project partnerships; **analyzed and authorized problem projects** that required additional resources with construction specialist.
- ✦ Achieved Watch list team status, monitored watch list properties and developed action steps to improve property performance and **provide solutions for underperforming properties**.

## EDUCATION & TECHNICAL SKILLS

University of Colorado, Boulder, CO  
Bachelor of Business Administration, Accounting

Microsoft Office ✦ QuickBooks ✦ Microsoft Excel ✦ Problem Solving ✦ Leadership ✦ Strategic Vision  
Cash Management ✦ Financial Accounting ✦ Corporate Finance ✦ Strong Work Ethic ✦ Reliability