

ANTHONY HILL

COMPUTER INFORMATION SYSTEMS

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INTRODUCTION

Professional with 20+ years' experience tackling and solving a variety of business challenges. Diversified skills include customer relations, human resources, team management, data intelligence, reporting, and accounting.

Soon-to-be Bachelor of Science graduate in Computer Information Systems with an Emphasis on Application Development, and anxious to leverage this new education and already developed skill set in a Computer, Software, Database and/or Data Intelligence role.

EDUCATION

Bachelor of Science in Computer Information Systems with Emphasis on Application Development

Bellevue, NE; Major GPA 3.8

expected Graduation 2019

SOFTWARE

Microsoft Office (advanced in Excel) – Microsoft Visual Studio – Eclipse – Salesforce -
SQL Server – SAP – Various Payroll and Scheduling Programs

PROGRAMMING and DATABASE

ASP.NET, C#, Java, Management and Design of Database Systems

PROFESSIONAL EXPERIENCE HIGHLIGHTS

SENIOR ACCOUNT REPRESENTATIVE

2013 – Present

Honeywell / Nebraska City, NE

Manage all aspects of customer accounts, fulfilling requests for orders, quotations, and lead-times. Coordinate between customer, production control, and sales managers. Develop and maintain monthly forecasts and results. Some recent accomplishments include:

- Enhanced organizational efficiency by creating Excel spreadsheets to combine information from several sources, enabling better customer service.
- Created charts for management to track each representative's daily, monthly and annual sales, comparing results to sales goals.
- Established a product reference file to organize thousands of different product configurations with unique pricing for each customer.

Some 'BRAVO' Recognition Awards include:

- "Gets Results", from Customer Service Supervisor –

Tony worked within the system to align our ability to ship product with the customer's requested date, effectively increasing April revenue by approximately \$92K. Additionally, Tony summarized the data and provided opportunities for continuous improvement at order entry. Great work Tony!

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- “Growth and Customer Focus”, from Commercial Excellence Leader –
Going the extra mile! Thank you for taking the time to put together the data for MRC. This will help us meet AOP and grow their business.
- “Go Beyond”, from Production Manager -
Tony has been coming in at 3:30 a.m. and working till 7:00 a.m. in the AC-250 Proving Room. Tony has also worked several Saturdays in the Proving Room. Tony then goes and works his normal shift as a Customer Service Representative. Tony has been a Great Help in filling in due to being short staffed. Tony has used his time and talent to help get product to our customers. Thanks Tony, we Greatly Appreciate your help!
- “Go Beyond”, from coworker –
Tony updated our pricing workbook due to a recent price increase. He added fields so that we do not have to search through various screens to find valuable information. It is nice to have customer pricing, list pricing and discounted pricing all rolled into one spreadsheet. Tony has exemplary Excel skills and has helped us on many occasions. When it comes to sorting & cleansing data, he always goes and above and beyond with his Excel skills to help his coworkers. Thank you, Tony!
- “Go Beyond”, from Sales Operations Analyst –
Helping and Building - Tony took time with short notice to help build a database for the sales team to use to sell obsolete and finished goods stock. Without his help, I wouldn't have been able to deliver by the deadline a workable solution. His excel skills are amazing and he is always willing to take time and teach, which I genuinely appreciate. Thanks Tony!
- “Act with Urgency”, from Business Development Director –
Agile Above & Beyond Effort for a Customer Issue - Tony, The MRC overcharge credit issue has finally been resolved. Without your attention to detail, meticulous notes, and urgent attention to this issue it would have been difficult for us to have completed this at all. You went outside of your role and spent many hours researching and assessing the situation. Thank you for your thorough attention to detail which helped us to mitigate a large financial risk to the business. Thank you, Heidi Frisbie.

PAYROLL MANAGER

2004 – 2010

Wireless Advocates, LLC / Seattle, WA

Oversaw all payroll functions for a company with 1,400 employees across 38 states. Supervised a high-performing team of four employees, including recruiting, hiring, and training. Processed monthly general ledgers. Calculated commissions and sales bonuses. Maintained and audited tax payments. Larger accomplishments include:

- Streamlined processes by implementing a computerized timekeeping and scheduling system for almost 400 locations. Created training documents and held webinars to train managers and users on new software.
- Corrected and adjusted state and local income tax paperwork - avoiding numerous fines - and implemented several safeguards to prevent and catch errors going forward.
- Developed and launched a progressive counseling process to ensure employees took policy-required breaks and lunches.

Awarded “Wireless Wonder of the Month” and “Wireless Wonder of the Quarter” on numerous occasions.

PAYROLL SPECIALIST, Automatic Data Processing; Bothell, WA

2004

PAYROLL CONTRACTOR, Independent Contractor; Omaha, NE and Seattle, WA

2000 - 2004

SENIOR PAYROLL SPECIALIST, Muzak, LLC; Seattle, WA and Charlotte, NC

1999 - 2000

PAYROLL SPECIALIST, TVI, Inc; Seattle, WA

1996 - 1999

PAYROLL ADMINISTRATOR, International Male; San Diego, CA

1993 - 1995