

Jeffrey G. Barbier
800 Enchantment Rd.
Rapid City, SD 57701

605-394-0366 (H)
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EXPERIENCE:

Assistant Finance Officer City of Rapid City (June 2010-Present)

Stamper Jewelry, Inc. (1993-May 2010) *Stamper Jewelry began in 1959 as a Black Hills Gold Jewelry Manufacturer in the Black Hills of South Dakota. Since 1984, Stamper Jewelry has collaborated with Harley-Davidson dealerships throughout the world.*

- *Supervised payroll & benefits manager, credit manager, and customer service manager
- *Purchased corporate insurance policies including health and liability
- *Acted as trustee for corporate retirement plan
- *Participated in a variety of personnel issues
- *Generated monthly financial statements and oversaw month end close with GAAP
- *Developed budgets and strategic financial plans
- *Collaborated with CPA firm on annual audit and tax return preparation
- *Negotiated with bankers, creditors, and other vendors
- *Presented to board of directors and ownership groups
- *Operated custom enterprise software and Microsoft Office
- *Managed corporate treasury and cash flows

EDUCATION:

University of South Dakota; Vermillion, SD
MBA, December 2004, 4.0 GPA

Cameron University; Lawton, OK
B.S. Degree Accounting, December 1992

ACTIVITIES:

1988-1992: Cameron University Baseball Pitcher
1989-1992: Cameron University Athletic Honor Roll
Current: Downhill skier, Jogger, Sports Enthusiast, and Post 22 American Legion
Baseball Assistant Pitching Coach

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September 16, 2010

RE: Community Resources Director Position

Although brief, my experience working for the Finance Department of the City of Rapid City has been outstanding. During that time I have met many interesting, dedicated, and talented people. I would very much like to continue to work for the City of Rapid City.

The depth of education and experience that I possess would be an ideal fit for the position of Community Resources Director that is currently open with the City due to the departure of Kevin Thom. I hold a Master of Business Administration from the University of South Dakota and a Bachelor of Accounting from Cameron University in Lawton, OK. As the CFO/Vice President of Stamper Jewelry, I managed a variety of operational and personnel functions. The diverse nature of the functions managed by the Community Resource Director would make it an exciting and terrific challenge that I would enjoy very much.

Despite the fact that it would be difficult to say farewell to my friends and coworkers in the Finance Department of the City; I would welcome the opportunity to speak in greater detail about becoming the Community Resources Director for the City of Rapid City at a time of mutual convenience.

Sincerely,

Jeff Barbier