

# ALLISON M. DELLAPELLE, CPA

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11875 Kalamata Drive  
DeWitt, MI 48820

## EDUCATION

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|-----------|---|-----------------|
| <b>MS</b> | <b>Accounting</b><br>Michigan State University, East Lansing MI<br><i>Summa Cum Laude</i>                 | <b>May 2014</b> |
| <b>BA</b> | <b>Accounting</b><br>Michigan State University, East Lansing MI<br><i>Summa Cum Laude, Honors College</i> | <b>May 2013</b> |

## AREAS OF INTEREST

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Strong focus on leading courses in financial accounting, managerial accounting, cost accounting, and auditing.

## TEACHING EXPERIENCE

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### **Instructor** **Aug 2019 to Present**

Department of Accounting and Information Systems  
*Michigan State University, East Lansing, MI*

- Taught undergraduate level intermediate financial accounting and masters level financial reporting decisions & value chain analytics courses
- Developed weekly lesson plans and gave lectures on relevant financial accounting topics
- Collaborated with professionals within and outside the Broad College of Business to ensure accessibility of all coursework
- Organized new course content using updated text and relevant informational resources
- Assisted students with problem solving and completing coursework both individually and in small groups

### **Graduate Assistant & Honors College Coordinator** **Sep 2013 to May 2014**

Department of Accounting and Information Systems  
*Michigan State University, East Lansing, MI*

- Led recitations of 30-40 honors college students for Principles of Financial Accounting, an undergraduate course covering the following topics: basic business structure, financial statement presentation and interpretation, transaction accounting and data analysis
- Developed an honors project for students to enhance their knowledge of a company's annual report
- Organized weekly lesson plans and gave lectures on relevant accounting topics
- Graded assignments and maintained student records throughout the semester
- Communicated with students and faculty to improve teaching skill and accounting knowledge

### **Teaching Assistant** **Sep 2012 to May 2013**

Department of Accounting and Information Systems  
*Michigan State University, East Lansing, MI*

- Led recitations of 30-40 business students for Principles of Financial Accounting, an undergraduate course covering the following topics: basic business structure, financial statement presentation and interpretation, transaction accounting and data analysis
- Coordinated staffing for weekly help room in order to assist students with coursework questions
- Graded assignments and maintained student records throughout the semester
- Organized weekly lesson plans and gave lectures on relevant accounting topics
- Communicated with students and faculty to improve teaching skill and accounting knowledge

## CAREER EXPERIENCE

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### Senior Cost Accountant

Jan 2016 to Jul 2019

L&W Engineering Company, Plant 2 / Haggerty Logistics

*New Boston, MI*

- Developed rolling 90-day forecasts and annual operating budgets for manufacturing and logistics facilities
- Completed month-end close process and variance analysis using multiple accounting metrics
- Reported monthly operating results to key management to support decision making
- Initiated reporting of pro forma income statements to assist management in controlling spending
- Organized and led annual physical inventory observations with external auditors
- Maintained standard costing of all new launch and mass production parts in inventory
- Oversaw accounts receivable and accounts payable processes at logistics facility
- Communicated with cross-functional teams to complete ad hoc reporting requests

### Audit Assistant

Sep 2014 to Jan 2016

Deloitte

*Detroit, MI*

- Substantively tested and audited Fortune 500 Companies in accordance with PCAOB regulations
- Specialized in auditing companies in the Consumer and Industrial Products industry
- Tested internal controls and documented company process flowcharts
- Organized and analyzed quarterly financial statement tie out documents
- Performed physical inventory observations and completed related documentation
- Completed online training modules to maintain and improve technical accounting skill
- Coordinated testing between internal and external auditors as well as members of client management

### Audit Intern

Jun 2012 to Aug 2012

Deloitte

*Detroit, MI*

- Assisted with the preparation of quarterly review reporting documentation
- Utilized the company's ERP systems to organize and manipulate information
- Completed online and classroom training on GAAP, audit procedures and business ethics
- Effectively communicated with supervisors at all levels to receive work and build relationships

### Accounting Intern

May 2011 to May 2012

L&W Engineering Company, Technical Center

*New Boston, MI*

- Performed account reconciliations using the company's ERP system
- Maintained records of accounts receivable payments via ACH deposits and manual check receipts
- Scanned daily invoices and updated Accounts Payable records via the company's ERP system
- Communicated relevant accounting information to individuals in multiple departments of the company

## PROFESSIONAL TRAINING

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### Certified Public Accountant

Sep 2015 to Present

*State of Michigan*

Maintained active license by earning 40 hours of Continuing Professional Education Credits annually

## PROFESSIONAL MEMBERSHIPS

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<b>Member</b> Faculty Accessibility Fellowship Program <i>Michigan State University</i>	<b>2019 to 2020</b>
<b>Junior Member</b> External Advisory Board, Department of Accounting & Information Systems <i>Michigan State University</i>	<b>2018 to 2020</b>
<b>Member</b> American Institute of Certified Public Accountants	<b>2014 to Present</b>
<b>Member</b> Michigan Association of Certified Public Accountants	<b>2014 to Present</b>

## TECHNICAL SKILLS

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### Applications

- Microsoft Excel
- QAD Enterprise Solutions
- Onbase (Workflow Software)
- Omnitracs Sylectus
- Datawatch Monarch
- Cisco WebEx
- Microsoft Word
- Microsoft PowerPoint

## LEADERSHIP EXPERIENCE

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<b>Business Owner</b> <i>ManageMint Financial LLC</i> Provided a personalized experience focused on helping clients take control of their finances & establish simple, dependable methods for successfully managing their spending budget	<b>2019 to Present</b>
<b>Tutor</b> <i>Financial Accounting, Managerial Accounting, &amp; Business Finance</i> Prepared students for examinations by reviewing textbook material and course assignments	<b>2016 to 2020</b>
<b>Resident Assistant</b> <i>Michigan State University Department of Residence Life</i> Supported students transition into the academic and residential community of the university by planning and implementing activities, sharing knowledge of campus resources, and addressing individual and group concerns	<b>Sep 2010 to Sep 2012</b>

## REFERENCES

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**Dr. L. Charles Bokemeier, Retired Professor of Practice in Accounting**  
Department of Accounting and Information Systems  
Michigan State University  
632 Bogue St  
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