

# Collandria Mack

Finance Professional

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## Professional Summary

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Seasoned Finance Professional, adept in Oracle Financials and cross-functional collaboration. Spearheaded initiatives to centralize revenue capturing, achieving less than 1% revenue loss. Excelled in strategic planning and team development, managing 40+ members and overseeing \$42M in monthly revenue through 2.5M transactions. Proven track record in process improvement and stakeholder engagement.

## Experience

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### Sr. Manager, EF&A - Accounts Payable & Receivables

October 2019 to November 2024

**Cox Automotive, Manheim** - Dallas, TX

- Centralized Revenue Capturing & Procurement tasks for 17 Manheim Auto Auctions in the Central Region of the United States
- Focusing to minimize risk, maintaining a less than 1% revenue loss and decreasing the purchasing time to less than 2 hours on average
- Successfully managed and developed a team of 40 team members and contractors in a critical revenue cycle process for the Automotive industry
- Responsible for recognition of ~ \$42M in monthly Revenue via ~ 2.5M Transactions
- Utilized effective communication techniques to build relationships with stakeholders at all levels of the organization
- Created Statement Reconciliation Process, paired with a dashboard for visibility, to increase efficiency for on time vendor payments.
- Established performance metrics to monitor progress towards organizational goals and objectives
- Analyzed data from various sources to identify trends and make actionable recommendations for continuous process improvement
- Led cross-functional teams as a Subject Matter Expert to drive organizational objectives for end-to-end solutions
- Executed Listening Tours with Corporate Boundary Partners and Field Operation Leaders to bridge the gap and understand how to effectively support consistently
- Implemented staffing matrix to effectively provide adequate coverage of department
- Partnered with Accounting for General Ledger review and auditing, completing any necessary adjustments, reconciliations, and reclasses for year and month end closes.
- Reviewed and approved expense reports in Concur

### Manager, Posting & Procurement

January 2019 to October 2019

**Cox Automotive, Manheim** - Dallas, TX

- Responsible for managing the purchasing of parts, equipment, supplies and services for Manheim Dallas and all capturing of Reconditioning Revenue
- Partnered with key stakeholders across the company to ensure core processes are meeting the needs of the business and are aligned with the company's overall objectives
- Generated reports on purchase orders, invoices, payments, returns and other relevant information for reconciliation and purchase order completion
- Provided training sessions on effective procurement and revenue capturing practices for junior staff members
- Led and motivated a team of posting and procurement specialists, fostering high-performing and results-oriented team

- Partnered with Accounting on Month End and Year End close; including auditing, reconciliations and General Ledger reclasses.

### **Staff Accountant I**

March 2018 to January 2019

#### **Manheim Auto Auction - Dallas-Fort Worth - Euless, TX**

- Prepared general ledger entries and adjusting journal entries by maintaining records and files and reconciling accounts
- Analyzed financial data and prepared monthly, quarterly, and annual reports to management for review
- Investigated discrepancies between balances reported in the general ledger and sub ledger
- Identified and corrected discrepancies between accounts
- Audited and processed employee expense reports and corporate credit cards in Concur
- Performed complex analysis of revenue recognition items ensuring compliance with GAAP standards
- Supported department in forecasting and budgeting for assigned accounting functions
- Reviewed Operating Margins to ensure growth and profitability in proper areas of the business

### **Collections Manager**

May 2015 to March 2017

#### **Bridgecrest - Irving, TX**

- Prepared monthly reports detailing overall performance metrics for management review.
- Conducted regular follow-up calls with clients failing to pay bills
- Negotiated repayment plans with customers while adhering to corporate standards
- Identified trends within the collections process that could be improved upon through better communication or training initiatives
- Led and developed a team of 15 employees on collection practices, effective communication, and quality assurance standards

### **Quality Assurance Analyst**

October 2013 to May 2015

#### **Bridgecrest - Irving, TX**

### **Loan Advisor**

January 2011 to October 2013

#### **Bridgecrest - Irving, TX**

## **Education**

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**Master of Science (M.S.) : Accounting**, May 2017

**Walden University** - Minneapolis, MN

**Bachelor of Science (B.S.) : BUSINESS**, December 2008

**Midwestern State University** - Wichita Falls, TX

## **Skills**

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- Oracle Financials
- MS Office
- Organizational Development
- Cross-Functional Collaboration
- Data-driven decision-making
- Process Improvement
- Problem-Solving
- AS400
- Partnership Development
- Strategic Planning
- Team Development
- Resource Allocation
- Performance Tracking and Evaluation