



STEVEN J. LORENZ

Controller

CONTACT ME

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EDUCATION

Masters of Science in Accounting (MSA)

University of Toledo

Bachelor of Business Administration

(BBA) in Accounting

University of Cincinnati

WORK EXPERIENCE

OSMEAC Solutions LLC | 2022 - Current

Controller

- Worked with 12 different clients
- Works closely with and reported to various positions including: COO, VP of Finance, and President
- Supervise a General/Senior Account with each client
- Provide assistance to Accountant as needed
- Verify month end and year end procedures are complete
- Verify schedules match the Balance Sheet
- Submitted monthly financials to reporting parties
- Review variances from month to month
- Perform account cleanups as requested
- Systems used include: Sage 300, QuickBooks Online, QuickBooks Enterprise and NetSuite

Exco Engineering USA, Inc. | 2016 - 2022

Controller

- Enter monthly and yearly journal entries
- Analyze and reconcile ledger accounts
- Complete Month end and year end procedures
- Submitted monthly financials to Corporate
- Prepare yearly budgets
- Manage fixed assets
- Review job performance and calculate Percentage of Completion for revenue recognition
- Generate invoices for completed jobs
- Review variances from month to month
- Supervise Accountant/Employee Admin
- Perform some HR related tasks
- Work closely with both General Manager and Plant Manager
- Review and approve payroll and accounts payable
- Used Sage 100 ERP system
- Currently use Epicor ERP system

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WORK EXPERIENCE

Gerotech, Inc. | 2014 - 2016

Assistant Controller

- Entered monthly and yearly journal entries.
- Analyzed and reconciled ledger accounts
- Review A/R and A/P aging and invoice postings
- Created invoices for progressive billing
- Reviewed status of back ordered items
- Reviewed number of daily and monthly reports to ensure completeness of inventory movement, project and customer order transactions, and vouchers payable
- Complete month end and year end procedures
- Manage fixed assets
- Review point of completion of projects with turnkey department
- Supervised Accounts Receivable Clerk
- Assisted in Year End Inventory count
- Worked closely with Accounts Payable and Billing
- Assisted in projects for the Controller, CFO and President as needed
- Worked with external auditors to provide information as needed
- Took on other projects as needed
- Review and calculate monthly commission statements for salesmen
- Used Made 2 Manage software system for ERP related transactions
- Switched to Syteline software system for ERP related transactions

Graver Tank Co. | 2012 - 2014

Controller

- Entered monthly and yearly journal entries.
- Analyzed and reconciled ledger accounts
- Review A/R and A/P aging and invoice postings
- Created invoices for billing
- Generated expected cash flow report on a weekly basis
- Review and generate Financial Statements
- Complete month end and year end procedures
- Manage fixed assets
- Set up new jobs and budgets into system
- Create certified payroll reports
- Supervised Accounting Clerk/Administrative Assistant
- Assisted in projects for the Corporate Controller, CFO and CEO as needed
- Worked with external auditors to provide information as needed
- Took on other projects as needed
- Reviewed jobs for accuracy of billings and costs to jobs' budget
- Used Foundation software system for accounting and job costing

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WORK EXPERIENCE

TolTest, Inc. | 2008 - 2012

Accounting Analyst

- Entered monthly and yearly journal entries.
- Analyzed ledger accounts
- Reconciled ledger accounts
- Assist in month-end process
- Submitted reports and payments of Use, Gross Receipts and Excise Taxes
- Determined if purchases were tax exempt and provided tax exemption certificates
- Submitted reports and payments of multi-state Unemployment Insurance Taxes
- Provided backup for Payroll Manager
- Provided backup for Accounts Receivable
- Assisted in projects for the Controller as needed
- Worked with external auditors to provide information as needed
- Took on other projects as needed
- Worked closely with A/P, A/R and Billing Departments
- Used Costpoint (Deltek) software system
- Used COGNOS report system

Midway Products Group, Inc. | 2004 - 2008

Corporate Accountant

- Oversaw ledger for 2 plants in Indiana
- Entered monthly and yearly journal entries.
- Created monthly and yearly financial statements
- Approved payables
- Signed and checked accuracy of payables checks
- Completed and submitted required governmental surveys
- Analyzed ledger accounts
- Assisted in creating sales forecast
- Cash forecasting
- Managed fixed asset database
- Assists with other activities with other members of department
- Assist in yearly physical inventory
- Verify payroll
- Used AS/400 software system

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WORK EXPERIENCE

Bunting Bearings Corp. | 2001 - 2004

Accountant

- Entered monthly and yearly journal entries.
- Created monthly and yearly financial statements
- Approved and entered payables and generated checks
- Completed and submitted required governmental surveys
- Analyzed ledger accounts
- Managed fixed asset database
- Assists with other activities with other members of department
- Assist in yearly physical inventory
- Used AS/400 software system