

Thomas D. Locke
8121 Faircrest Ln. Knoxville, TN 37919. (931) 743-0706
Tdlocke14@gmail.com

Education

The University of Tennessee, Knoxville, Haslam College of Business
Master of Accountancy, Audit & Controls

June 2021
GPA: 3.75/4.00

- Awarded the Guy L. LaChine Memorial Award for Accounting Professionalism by Department of Accounting and Information Management- University of TN- 2021

Bachelor of Science in Business Administration, Accounting
Collateral: Information Management

May 2020

Experience

Knoxville, TN

Senior Accountant

South College

Dec. 2024 - Present

- Continuously streamlining processes and improving/implementing internal/ information systems controls throughout the organization.
- Creating Scope of Operating Procedures (SOP's) and Process Flow Maps to help the organization enhance operational efficiency, ensure policy compliance, and support consistent organization best practices.
- Use general ledger software applications to book Journal Entries in a timely manner to produce accurate financial reports related to Revenue operations, Notes Receivables, Fixed Assets and Bad Debt while continuously monitoring compliance with institutional financial policies and procedures.
- Collect data from South College's information system to perform data analysis of Loans and Accounts Receivables.
- Consistently Demonstrate the ability to always meet deadlines and work on multiple different tasks while maintaining strong relationships with my coworkers.
- Constantly going out of my way to take on new and challenging tasks from my controller.

Experience

Knoxville, TN

Senior Accountant

Cirrus Aircraft

Sept. 2023-Dec.2024

- Continuously improved processes and controls throughout the organization and creating Scope of Operating Procedures (SOP's), Process Flow Maps, and writing White Papers on any new or updated Accounting Standards.
- Used general ledger software applications to book Journal Entries in a timely manner to produce accurate financial reports related to Deferred Revenue, Revenue, and Warranties.
- Worked and helped manage team members/interns and people throughout the organization to assure Cirrus is following acceptable accounting standards, policies, and internal controls.
- Trained and helped manage interns and new hires learn the business, their designated roles and responsibilities, and in efficiently and effectively performing their daily accounting functions.
- Collected data from Cirrus' information system to analyze data in preparation of Company Audit.
- Demonstrated the ability to always meet deadlines and work on multiple different tasks.
- Continuously brings the best energy and positive attitude day in and day out that motivates people around me.

Experience

McLean, VA

Audit Associate/ Senior Associate

RSM US LLP

Oct. 2021-Sept.2023

- Used a variety of software tools to conduct financial audits
- Work with other auditors (team members) to assure clients were following generally acceptable accounting standards/principles.
- Verified financial information stored in various organizational information systems
- Trained and managed interns and staff auditors throughout the audit.
- Tested internal /information systems controls for various client environments
- Worked with clients and maintain client relationships
- Highly involved in recruiting at the University of Tennessee Knoxville

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**Presentations and
Training Experience**

Training for RSM

- I ran training events for new interns. Topics included training on Data sniper (an innovative tool used to allow workpaper preparers to capture/extract data and enable reviewers to trace back to the source documents quickly and review more efficiently) and how to audit cash by showing.

Presentations at Cirrus

- I presented an overview of the Revenue Recognition systems module. I also presented to the Cirrus directors and some of their C sweep managers regarding the P/L effect of deferring more performance obligations out of the contract value and I described the revenue recognition module I created to allow Cirrus aircraft to recognize revenue at PIT instead of overtime as there were material differences.
- I led and organized meetings for our accounting team to talk with different budget and process owners throughout the organization to clarify financial expectations, align reporting requirements, and resolve outstanding issues.

Guest Speaker at UTK

- I presented to several undergraduate students about RSM and public accounting.

Certifications

Certified Public Accountant (CPA)

Interests

USTA Tennis
FEI
Mission work- Costa Rica

Additional Information

Proficient in Excel, Visio, Access, Tableau and PowerPoint
Knowledgeable in Python, VB and SQL
Worked full time during college to pay for school and expenses