

Aloha!

I have an extensive background in management, accounting, internal audit, U.S. tax, payroll, and technology. My strength is providing support to small businesses with annual revenues under \$10,000,000. My weaknesses are my wife and good food.

Mahalo!

Dana Kohut

PROFESSIONAL EXPERIENCE

Accounting and Tax Services

Dana Kohut LLC

1/2011 – Present

Professional Tax (Since 1969) and Accounting Services provided in the spirit of aloha

www.danakohut.com

Current Client LLC Industries/Sub-Industries: Business Integration, Business Machines, Property Management, Real Estate, Law Offices, Solar Energy, Surf Shops, Yoga Studios, Music and Video Performance, Construction, and Executive Recruiters.

Software employed: Microsoft Office, QuickBooks, ProSeries Tax, and E-Automate

Kohut Real Estate, Kirkland, WA

2001 – 12/2010

Managing Broker and CFO

Real Estate Brokerage responsibilities including management, accounting, systems, tax, SEO, and Web Development using Expressions Web.

Accomplishments: Brokerage License, Real Estate Accounting, Web Development, SEO, and I learned a lot about successful customer service.

Accounting and Computer Services Inc, Kirkland, WA

1986 – 2001

President

Contract Positions as Controller, General Manager, Project Manager, Reporting Developer, Systems and Business Analysis, Tax Accountant, Internal Auditor, Financial Projects Manager, Network and PC Support, and Management Consultant in the Seattle area.

Clients:

Cummins Northwest Inc, Renton, WA **12/98 – 5/01**
(Annual Sales \$137,000,000) (Distributor for Cummins Engine Company)
Accounting Reporting Developer and Application Developer

Personally developed a companywide Accounting and Operational Reporting Application using Microsoft Access 97, SQL, and VB as a front-end against extremely complex Oracle 7 and 8 Databases. This required learning the accounting and operations specific to a service organization, so that I could create an effective application that covered, finance, service, tax, and audit. This application was then picked up by over twenty distributors throughout North America.

Accomplishments: I provided training, seminars, and specific education throughout North America. Savings to the Client based on their estimate: Several million dollars.

Microsoft Corporation, Redmond, WA **9/98 – 12/98**
Accounting Reporting Developer and Application Support

Foreign Exchange Group (Microsoft Campus) I developed reporting using Crystal Reports, SQL, and VB 5 and 6 against SQL Server databases to audit Foreign Exchange transactions. Also provided documentation, flow charting (Visio), and program review and modification services.

Accomplishments: Designed a system for auditing Foreign Exchange Transactions.

AT&T Wireless, Kirkland, WA **4/1/96 - 2/22/98**
Accounting Reporting Developer

Personal design of a Complex Accounting Reporting System for Corporate Asset Tracking developed in versions 2, 7, and 8 of Microsoft Access employing optimized SQL pass-through queries and distributed nationally. This application utilizes SQL * Net and ODBC as layers to report against an Oracle Database. I provided the accounting expertise, analysis, design, development, testing, interim support, End User liaison, and a custom installation program personally developed in VB 5.0.

Accomplishments: Created a successful system to audit telecommunication fixed assets. Received various awards.

Crane Design, Inc – Renton, Washington **9/1/95 - 1/15/97**
General Manager

Crane Design was an architectural drafting company with three locations. I simply made it considerably more profitable for the owners. After a year of stellar earnings, I tried to

negotiate a share of the company for myself and couldn't come to an agreement with the owners. I really enjoyed the relationship I had built with my managers and employees, and I wished them success.

AT&T Wireless, Kirkland, WA

9/1/94 - 9/15/95

Accounting Reporting Developer and Application Developer

Design of all Corporate Accounting Reporting against the Corporate Oracle Financial Database utilizing InfoMaker (Power Builder Tool) and providing all support nationally. I provided the accounting expertise, analysis, design, development, testing, support, End User liaison, documentation, training, and installation. I also designed and developed the Excel to Oracle Financials Automated Upload Program for Accounts Payable and General Ledger utilizing Reflections as the client to server interface layer.

Accomplishments: Replaced the six individuals responsible for the development of Financial Reporting. I came in and developed specialized tools that allowed me to develop applications substantially faster.

Advanced Technology Laboratories, Bothell, WA

11/4/93 - 3/31/94

Accounting Reporting Developer and Application Developer

Advanced Technology Laboratories - Design of various Complex Accounting Reporting Systems for the Finance Department developed in Microsoft Excel against the corporate Maxcim Database utilizing Reflections, RCL (Reflections Command Language) and Xentis. I provided the accounting expertise, analysis, design, development, testing, interim support, End User liaison, documentation, and training.

Accomplishments: Adapted to various new forms of technology easily.

Starbucks Coffee Company, Seattle, WA

11/1/91 - 10/29/93

Accounting Reporting Developer, Application Developer, and PC Support

Analysis, design, and development of the Corporate Budgeting Program in Lotus 123. Analysis, design, and development of the Corporate Roasting Reporting System in Microsoft Excel utilizing Andrews as the client/server interface to the Corporate Database residing on an AS400. Analysis, design, and development of various Marketing reports in Microsoft Excel.

Accomplishments: First Non-Employee to ever be presented a Bean Stock Bravo Award for Excellence.

Advanced Technology Laboratories, Bothell, WA

1/27/91 - 10/15/91

Acoustical Database Developer

Advanced Technology Laboratories - Analysis, design, and development of the Engineering Acoustical Database Program in dBase4 and FoxPro.

Accomplishments: Design of a scientific database utilizing tools I had never seen before.

Seattle Holding Group (Trump Companies), Seattle, WA 1986 - 1990
Management Accounting, Application Development, PC Support

Seattle Holding Group was the parent company for sixteen different corporations headquartered in the Pacific Northwest including Pay n' Save, Ernst, Lamonts, and Northwestern Drug Company. I provided support in Internal Audit, SEC Filings, CPA Training, Computerized Accounting Systems Conversions and Design, Interim Controllorship of Northwestern Drug Co., and general Accounting Management.

Accomplishments: Over three and a half years I was asked to do virtually everything that they needed covered on a contract basis. I had the pleasure of training and working with a great group of CPAs.

Newport Harbor Yacht Club, Newport Beach, CA **1984 – 1986**
Controller

Management of the Accounting and IT Departments. Conversion to a Datapoint computerized accounting system (personally designed, developed, and networked). Budgeting, forecasting, investing, property taxes, banking relations, non-profit tax returns, and computer operations and programming in Datapoint RMS. Supervision of six staff.

Accomplishments: Created a hardware and software system than suffered zero downtime in over five years. Helped guide Newport's oldest yacht club out of the red and into the black.

Servicon Conglomerate, El Segundo, CA **1982 – 1984**
Controller

Four to six, multi-million dollar corporations providing services to the Aerospace Industry in the Southwestern United States. Management of the Accounting and IT Departments. Conversion to a computerized accounting system. Budgeting, forecasting, mergers, acquisitions, property taxes, and computer programming in Datapoint DOS. Supervision of one CPA/MBA, one CPA, two degreed Accountants, and two clerical.

Accomplishments: Zero exception audits. On-time financial reporting. Personally installed a state of the art computer system and managed all computers and networks.

CF Braun Engineering, Alhambra, CA **1980 – 1982**
Payroll Supervisor

Third largest engineering company in the world. Responsible for the supervision of sixteen accountants providing payroll services to over 3,600 employees worldwide.

Accomplishments: Introduced payroll system automation.

Panasonic Corporation, Beverly Hills, CA
Assistant Accounting Manager

1979 – 1980

Fastest advancement in Panasonic's history, from Junior Staff Accountant to Assistant Accounting Manager in charge of the Western USA in less than ten months. Responsible for all Financials and the supervision of Internal Audit. Supervision of three CPAs, various accountants, and a number of clerical. Panasonic was my first professional job that I undertook while still at the University (Junior year). I took the job to make sure that Accounting was something I would be good at. I exceeded everyone's expectations, but then again, I believe I was simply the right person, in the right place, at the right time. I have a unique ability to apply accounting principles to real business situations.

Accomplishments: Fastest advancement in Panasonic's history.

United States Navy, Norfolk, VA
Non-Commissioned Officer

1974 – 1980

Payroll, Disbursing Liaison in Italy, and Barracks Manager. Supervision of a staff of 40.

Accomplishments: Highest advancement possible during my tour of duty. Tested in the top 1% of all enlisted personnel taking the Non-Commissioned Officer exam.

EDUCATION

California State Polytechnic University, Pomona, CA
Bachelor of Science in Accounting

1978 – 1982

Accomplishments: Graduated 1st in my class. Taught accounting, software programming, and statistics out of the learning resource center. Prepared tax returns for many of my professors.

Continuing Education: MS Word, MS Excel, MS Access, InfoMaker, Reflections, Crystal Reports, Visio, MS Publisher, MS Project, S Corp Tax, Expressions Web, IRS Tax Forums, Graduate Real Estate Institute, Accredited Buyers Representative, Seniors Real Estate Specialist, Certified Negotiations Expert, Real Estate Management, Real Estate Law, Designated Broker, QuickBooks ProAdvisor, ProSeries Tax, AppFolio, and E-Automate 8.5. Currently studying Spanish, Slovak, and tax law.

PERSONAL

Hobbies: Sailing, tennis, and pro bono for the disadvantaged. I have worked professionally in tennis, kung fu, skiing, music, cooking, and eastern medicine.

TRAVEL EXPERIENCE

Austria, Canada, Czech Republic, Cuba, Denmark, Egypt, France, Germany, Greece, Hungary, Ireland, Italy, Japan, Mexico, Netherlands, Norway, Portugal, Slovakia, Spain, Sweden, Switzerland, and The United States of America.

REFERENCES AVAILABLE ON REQUEST