

JAMIE M. CARLONE, MS, CPA
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EDUCATION

Master of Science in Accounting,

University of Rhode Island, Kingston, RI 1990

Beta Gamma Sigma Honor Society

Beta Alpha Psi Honor Society

Student member of the National Association of Accountants

IRS VITA Program Volunteer

Graduate Assistant

Bachelor of Science in Business Administration,

Major: Marketing

University of Rhode Island, Kingston, RI 1987

Alpha Mu Alpha Honor Society

Student Senator for the University of Rhode Island

Internship with Duffy & Shanley Advertising Agency

Senior Marketing Research Project for AT&T

UNIVERSITY EXPERIENCE

Program Coordinator for Accounting and Financial Management,

Salve Regina University, Newport, RI 2009 – present

- Evaluate existing curriculum and develop new curriculum for courses.
- Review and revise course descriptions and syllabi to reflect curriculum changes.
- Foster interdisciplinary learning by developing new ideas for workshops on current topics which can be integrated into other departmental offerings.
- Support the department's role in fulfilling the objectives of the strategic plan.
- Create assessment objectives for accreditation and appropriate tools for evaluation.
- Schedule courses for full time and adjunct faculty.
- Plan and coordinate speakers and networking events for students.
- Create and update informational sections on the website for the accounting and financial management programs.

Lecturer, Salve Regina University, Newport, RI 2008 – present

- Create innovative lectures, comprehensive examples, and support material for financial, intermediate, managerial, and cost accounting courses.
- Teach students to utilize Microsoft Excel for business applications.
- Encourage students to think critically about current business practices and ethical issues.
- Advise students on academic requirements, internship opportunities, career goals, and professional certifications and licenses.

Adjunct Instructor,

Salve Regina University, Newport, RI 2004 – 2008

University of Rhode Island, Kingston, RI 1992

- Instructed students on financial and managerial accounting concepts and techniques.

Graduate Assistant, University of Rhode Island, Kingston, RI 1988-1990

- Assisted accounting faculty in research for publishing, classroom instruction, tutoring and grading for financial accounting and auditing courses.

UNIVERSITY CONTRIBUTIONS**Advisor for the Accounting and Finance Club**

- Coordinated a New York City trip where students visited and attended meetings with representatives of the New York Stock Exchange and Ernst & Young LLP.
- Assisted students with the development of a community service project instructing high schools seniors on financial responsibility and budgeting for their first year of college.
- Supported students in arranging for guest lecturers and the planning of networking events, trips, and community service projects.

PROFESSIONAL EXPERIENCE

Staff Accountant, Sansiveri, Kimball & McNamee LLP, Newport, RI 2007

- Prepared tax returns for corporations, partnerships and complex trusts.
- Utilized ProSystem fx Tax, Quickbooks and Microsoft Excel.

Manager, New England Surgical Center, Cranston, RI 1993-1997

- Managed accounts receivables for a large retailer of home health care supplies and equipment.
- Implemented a new software program for third party medical billing.
- Instructed employees in the processing of claims.

Tax Collector, Town of Narragansett, Narragansett, RI 1992-1993

- Improved reporting and operational procedures.
- Supervised administrative staff in the collections office.
- Facilitated preparation of annual audit.

Staff Accountant/Auditor, KPMG LLP, Providence, RI 1990-1991

- Audited financial statements for banks, hospitals, manufacturers and municipalities.
- Evaluated internal controls over financial accounting and reporting.

PROFESSIONAL MEMBERSHIPS

American Institute of Certified Public Accountants

Rhode Island Society of Certified Public Accounts

Rhode Island Association of Accounting Professors

CONFERENCES ATTENDED

Northeast Regional Ethics Summit, ETHICSPEAK, 2011
Federal and State Annual Tax Update, SCORE, 2010
U.S. GAAP and IFRS Updates, RI Association of Accounting Professors, 2010
Characteristics of Great Accounting Instructors and How They Motivate Students, RI Association of Accounting Professors, 2010
Computer Crime, Association of Certified Fraud Examiners – RI Chapter, 2010
Business Tax Planning, Western CPE, 2010
Loscalzo's Annual FASB and AICPA Update, RI Society of Certified Public Accountants, 2009
Legal Elements of Fraud, Association of Certified Fraud Examiners – RI Chapter, 2009
Integrating International Financial Reporting Standards into the Accounting Curriculum, RI Association of Accounting Professors, 2008
The Tax Gap, RI Association of Accounting Professors, 2008
Managerial Accounting in the Real World: The Cornerstone of Business Learning, RI Association of Accounting Professors, 2007
Fraud Across the Accounting Curriculum, RI Association of Accounting Professors, 2007
Best Practices and Current Update for Today's Compilations and Reviews, RI Society of Certified Public Accountants, 2007
Loscalzo's Annual FASB and AICPA Update, RI Society of Certified Public Accountants, 2007
Federal and State Annual Tax Update, SCORE, 2006
Loscalzo's Annual FASB and AICPA Update, RI Society of Certified Public Accountants, 2006
Professional Ethics for CPAs – AICPA Code of Ethics, RI Society of Certified Public Accountants, 2006
Corporate Leadership and Ethics, Association of Certified Fraud Examiners – RI Chapter, 2006
Everyday Ethics and Professionalism, Association of Certified Fraud Examiners – RI Chapter, 2006