

LAURIE M. FAGUNDES, CPP

tel: 530-343-9884

L MARIE CONSULTING

Owner / Principal Consultant

Provider of Payroll Consulting Services including project management, outsourcing implementations team member, process review and recommendation, gap analysis, procedures documentation and payroll accounting. Recent projects include:

Chico, CA

2001-Present

Testing Lead

Part of team that managed Service Rehearsal testing for large multi-functional HR/Payroll function outsourcing project. Coordinated testing activities of service provider and their client. Developed reporting to present testing results to client. Daily scheduling of testing activities and results reporting.

Project Manager – Payroll System Implementations

Project management of several payroll system implementations, including implementation of ADP Pay eXpert and ADP ezLabor systems. Responsible for all implementation scheduling/planning, requirements definition and testing. Defined and performed test cases for user acceptance testing of new payroll and time attendance systems.

Payroll Outsourcing Process Lead

Interviewed client to understand existing HR & Payroll policies and processes. Based on findings, developed and documented new payroll processes for implementation of payroll outsourcing (vendor-side). Created forms and defined interface specifications to import data to payroll system. Trained vendor staff on new procedures. Conducted end-to-end testing of new processes.

Payroll Outsourcing Client-side Project Management

Client-side project management of payroll department outsourcing including communication of client policies and processing requirements to vendor. Reviewed vendor Knowledge Base content for accuracy. Coordinated development of communication plan. Reviewed and approved process flows documented by vendor. Audited results of user acceptance testing.

Kronos Implementation

Project management of Kronos time and attendance system implementation for employee base of 10,000. Responsibilities for Kronos project included working with vendor to design system configuration to meet client needs, defining pay rules, defining interface specifications, validating employee data loads, developing test cases, conducting acceptance testing, defining and documenting internal processes related to Kronos and creating manager/employee job aids.

Payroll Accounting & Process Evaluation

Historical clean-up of payroll cash and payroll liability reconciliations. Documented procedures and trained staff to ensure accurate reconciliation of accounts going forward. Implemented methodology to reconcile payroll tax returns to payroll records quarterly. Payroll Lead on project team to manage change in banking vendor. Evaluated existing staff abilities and made recommendations to management. Documented existing procedures and made recommendations to management for process change and internal control improvement.

EXCITE@HOME

Sr. Manager, Disbursements

Directed operations of Payroll and Accounts Payable departments during a period of dynamic growth for this Internet company. Oversaw integration of new entities into A/P & Payroll systems as a result of mergers and acquisitions. Built a strong organizational foundation ensuring departments were using the best systems and practices. Coached and developed staff of 18.

Redwood City, CA

2000-2000

DHL AIRWAYS, INC.

Sr. Manager, Payroll

Corporate Payroll Manager

Prepared RFQ for new payroll system selection and managed successful conversion to ProBusiness system. Responsible for bi-weekly payroll production for a corporation of 11,000+ employees, including payroll accounting, payroll tax filing and benefits administration. Developed interfaces to import "paydata" to payroll system, including Peoplesoft HR to ProBusiness Payroll interface. Implemented cafeteria plan

Redwood Shores, CA

1999-2000

1996-1999

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payroll deductions. Responsible for \$1M departmental budget. Formulated business process re-engineering task force to evaluate, standardize and document department procedures. Manage staff of 21.

Chief Accountant, Payroll

1994-1996

Managed payroll accounting, payroll tax filing and benefits administration. Oversaw preparation and filing payroll withholding, unemployment, and disability tax returns in 50 states, and 5 U.S. Possessions. Responsible for timely tax deposits subject to multiple payment schedules. Reviewed all payroll related accounting entries and account reconciliations. Evaluated departmental PC hardware requirements and managed project to install LAN. Coordinated annual workers' compensation audits. LAN administration. Produced bi-weekly and ad-hoc internal payroll reporting. Managed staff of two.

ORACLE CORPORATION

Redwood Shores, CA

Senior Consultant

1994-1994

Provided innovative solutions in order to solve complex technical and business issues in the Financial Application environment for Oracle customers. Prepared gap analysis and proposed modifications for Oracle Receivables implementation. Demonstrated product functionality and responded to client inquiries regarding products. Identified areas of customization and business process re-engineering for implementation of full range of Oracle Financials.

Corporate Accounting Manager - GL/Consolidations

1993-1994

Experience in Oracle systems including General Ledger, Accounts Payable, Fixed Assets, Personnel and Payroll. Managed monthly international accounting close cycle. Consolidated results of Oracle's 50 international subsidiaries. Automated creation of monthly inter-company eliminating journal entries. Presented formal quarterly operational reviews to the CFO.

Corporate Accounting Manager - Payroll

1990-1993

Payroll Supervisor

1988-1990

Responsible for processing of semi-monthly payroll checks for 4000 employees in 35 states. Interfaced Oracle GL and Oracle Payables to payroll software. Implemented cafeteria plan for employee benefits. Managed successful conversion from BofA Paynet system to Ceridian system. Utilized SQL*Plus to design internal & external reporting. Responsible for general ledger entries and account analysis of 401k plan, ESPP plan, Dependent Care plan and Commission/Bonus accruals. Managed staff of seven. Established corporate payroll policies. Improved service levels by minimizing employee inquiry response time.

MCI TELECOMMUNICATIONS

San Francisco, CA

Accounts Receivable Accountant

FRANKLIN RESOURCES

San Mateo, CA

Fund Accountant (Mutual Funds)

EDUCATION:

- 1984 San Francisco State University - Dean's List, Beta Alpha Psi
BS in Business Administration; emphasis in Accounting
- 1989-1991 Ceridian Employer Services Annual Payroll Training Seminars
- 1992-1993 American Payroll Association Annual Congress
- 1997 Project Management and Project Estimating
- 1999-2003 ProBusiness Payroll System Training
R&R Report Writer Training
Kronos System Training

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SOFTWARE:

Payroll: Ceridian, ADP PayeXpert, ADP EzLaborManager, ProBusiness, Kronos
Financial: SAP, JDE Edwards, Oracle, Peoplesoft
Reporting: R&R Report Writer, Crystal Reports, ADP Report Writer, AS400 query
Other: Excel, Word, Access, PowerPoint,

BUSINESS AFFILIATIONS:

1992-Present American Payroll Association
1992-Present Certified Payroll Professional
1997-1998 APA Certification Advisory Group
1982 - 1984 Beta Alpha Psi Alumni - Honors Accounting Fraternity