

EXECUTIVE CHAMBER

CITY OF WARWICK



RHODE ISLAND

**FRANK J. PICOZZI
MAYOR**

April 15, 2021

TO THE HONORABLE STEPHEN P. MCALLISTER, COUNCIL PRESIDENT
AND
THE HONORABLE MEMBERS OF THE WARWICK CITY COUNCIL:

Pursuant to the Public Laws of Rhode Island, 1962
State of Rhode Island, Chapter 254, Sec 2.

Entitled

“SEWER AUTHORITY”

I hereby appoint:

SCOTT PHILLIPS
1201 Narragansett Pkwy
Warwick, Rhode Island 02888

Ward 1

Term to expire January 31, 2025

VICE: John Justo

To this appointment, I respectfully request your advice and consent.

A handwritten signature in black ink, appearing to read "Frank J. Picozzi", written over a horizontal line.

Frank J. Picozzi
Mayor

April 15, 2021
Date

SCOTT PHILLIPS

FINANCE/ACCOUNTING PROFESSIONAL

Strategic finance and accounting leader with accomplished record directing daily operations and advising senior executives. Success guiding budgets up to \$400M with on-point analytics, delivering actionable insights on variances, risks, and opportunities. Draw on well-rounded background in expense management, audit, tax, and reporting while leading and coaching top-performing teams. *Expertise includes:*

- Budget & Forecast
- Financial Reporting
- Variance Analysis
- Internal Controls
- GL Management
- Asset Management
- Strategic Planning
- Team Development

CAREER OVERVIEW

ACCOUNTING MANAGER | SUN LIFE FINANCIAL – WELLESLEY, MA | 2019-PRESENT

- Assists Expense Management and business unit finance with monthly expense and FTE reporting, annual budgeting and forecasting.
- Support retirement plan accounting, reporting, internal controls as well as external and internal audits.
- Key point of contact for all systems that generate, use or report employee data, expenses and headcount. This includes developing reports, data management, review and analysis.
- Work with Tax department on disclosures needed for Company financial statements, audits or any other HR or payroll reporting that they need on an ad hoc basis.
- Point of contact for any ad hoc requests pertaining to FTE or employee salary related reporting.

FINANCE DIRECTOR | JOHN HANCOCK – BOSTON, MA | 2013-2018

- Managed and planned annual global budgets (\$100M-\$400M) in concert with executive leadership for Human Resources, Finance and Marketing groups; explained expense trends and developed cost controls.
- Spearheaded deep-dive analysis to streamline Marketing operations, consolidate financial reporting, and update GL classifications; reduced Marketing spend by \$100M, reallocated \$75M and improved dashboard.
- Facilitated change (testing, feedback, functionality) during budget tool creation that shaved 7 days off of monthly reporting package time requirements and improved client consultations with insights on spending.
- Collaborated on cross-functional global projects; finance lead on multiple RFP's including outsourcing complete department functionality to third-party vendors.
- Owned monthly closing, forecasts, variance analysis, and quarterly reporting; advised leadership on risks and opportunities, delivering actionable insights to guide strategic direction and asset utilization.

DIRECTOR OF HR FINANCE, COMPLIANCE & PAYROLL | JOHN HANCOCK – BOSTON, MA | 2010-2013

- Managed compliance for HR, ensuring adherence to all state/federal privacy and records retention rules and managing disaster recovery plans; took charge during 3-day power outage, coordinating complex dynamics to process all payroll/benefits and meet SLAs without disruption.
- Ideated and initiated a new monthly reporting package to highlight expense trends and variance points, greatly helping unit managers understand financials and respond to inquiries quickly.
- Managed up to nine-member team, driving best practices for Finance, Payroll and Compliance; orchestrated timely, accurate month-end GL close including accruals, prepaids and suspense account reconciliations.

SENIOR AUDIT SUPERVISOR | CLARK, SNOW & RILEY, LLP – N. QUINCY, MA | 2005-2010

- Planned and ran Financial Statement and 401(k) audits alongside review engagements for companies with revenues up to \$500M; consulted and advised clients on accounting and operational issues. Clients included Retail, Distributors, Consulting firms and roofing, highway, street and bridge construction contractors.
- Solidified client internal control structures for compliance with professional standards.
- Prepared federal/state corporate and individual income tax returns.
- Supervised junior staff work including electronic workpapers using Profx engagement software; coached and developed team to provide timely, quality work while building a promotable talent pool.

SENIOR ACCOUNTANT | MANULIFE FINANCIAL – BOSTON, MA | 1998-2005

- Prepared \$35M annual budget, quarterly forecasts and reporting for HR; managed expenses and prepared monthly variance analysis, delivering analytical insights to senior leadership.
- Partnered with internal/external auditors for 401(k), Department of Labor and internal audits.
- Created financial statements for 401(k) and pension plans; prepared 5500 tax filings for retirement and health and welfare plans.