

# **Stephanie Lynn**

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## **Budget, Finance and IT Professional**

IT Executive with 20 years of experience in Fiscal Management and Accounting

### Relevant Education and Experience

#### **Education**

**The University of Georgia, Athens, GA**

**January 2015 – May 2021**

Master of Public Administration, School of Public and International Affairs – 3.97 GPA

**The University of Georgia, Athens, GA**

**September 1991 – June 1994**

BBA in Accounting, Terry College of Business

**Macon College, Macon, GA**

**September 1989 – June 1991**

Associate's Degree in Business Administration

#### **Financial Experience & Expertise**

- Business owner in Athens for 17 years
- Wrote specifications, and managed design and development for the current Commitments system used by the Franklin College Budget Office
- Developed an in-house budgeting and accounting system for Franklin OIT
- Served as an interim budget analyst and substitute business manager for Franklin OIT
- Becoming an expert on new UGA Financial System Tools through Train the Trainer
- Intimate knowledge of the new UGA Budget Management system
- Deep understanding of the transformation of the UGA Chart of Accounts
- Strong foundation in fiscal management and public budgeting principles

#### **Employment History**

**The University of Georgia, IT Senior Manager, Athens, GA**

**Dec 2013 - Present**

- Oversee college-wide technology solutions for web sites and web applications
- Develop strategic and tactical plans to facilitate and coordinate the delivery of Web services.
- Develop and manage web development and support procedures, tools, and documentation.
- Serve an advisor to college-wide application and web services technology committees and other ad hoc project committees.
- Direct supervision of support staff

- Design and develop the documentation system for the UGA Elements Project
- xus, Inc., President & CEO, Athens, GA Oct 1997 – Dec 2013
- Founded in 1997 as the first woman-owned technology company in Athens and one of the first in the state
- Managed and directed up to 18 Full Time, Part time and contract staff
- Assigned, coordinated, and reviewed work and activities of programming personnel.
- Prepared budgets, including those for funding and implementation of programs
- Prepared and presented reports concerning activities, expenses, budgets, other items affecting businesses or program services to staff.
- Directed and coordinated financial and budget activities to fund operations, maximize expenditures, and increase efficiency and profitability.

## Other Work History

Georgia Division of Public Health, Lead Technology Director/Webmaster  
Atlanta, GA 1997-1997  
Athens Technical College, Assistant to VP Academic Affairs  
Athens, GA 1993-1995

## Skills & Other Points of Interest

## Certifications

# Qualtrics Platform Essentials Certification Journey (L1)

## HDI Support Center Analyst

## ITIL Foundation

## Software Expertise

QuickBooks  
Adobe Creative Suite

MS Office Suite  
Drupal/Wordpress

## Board Participation

Treasurer, Joint Development Authority of Athens-Clarke County and City of Winterville  
Treasurer, Athens Film Arts Institute (2019 – Present)  
Treasurer, Four Athens Economic Development (2013 - 2018)  
Secretary, Athens Economic Development Foundation (2007-2011)

Better Business Bureau, Advisory Board (2012-2014)  
Secretary, Athens Cultural Affairs Commission (2011)  
President/Vice President, Nuči Phillips Memorial Foundation (2006-2011)  
Secretary, Jeanette Rankin Women's Scholarship Program (2006-2011)

## Awards and Recognition

- Dancing with the Athens Stars 2021
- Recipient of Arts in the Community Grant 2020
- Recipient of UGA Presidents Venture Fund Grant 2019

- Graduate of Lead Athens and winner of Best Project Award (2016)
- 100 Hours of Volunteer Service Award UGA School of Public and International Affairs (2016)
- Bronze Presidential Volunteer Service Award (2016)
- Bulldog 100 Fastest Growing Business in 2009, 2010
- Three-time Athena Nominee
- 2009 Small Business Person of the Year Nominee for UGA SBDC

## References

- David C. Lee, Vice President for Research, University of Georgia, (706) 542- 5969, [dcllee@uga.edu](mailto:dcllee@uga.edu)
- Sarah Covert, Associate Provost for Faculty Affairs, (706) 542-0547, [covert@uga.edu](mailto:covert@uga.edu)
- Usha Rodrigues, Associate Dean for Faculty Development, UGA School of Law, (706) 542- 5562, [rodrig@uga.edu](mailto:rodrig@uga.edu)