

Application Form

Profile

Dallas _____ Elliott _____
First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____
Walnut Creek _____ CA _____ 94595 _____
City State Postal Code

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 2

Currently Unemployed _____ Senior Treasury Manager _____
Employer Job Title

Length of Employment

12 Years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

Treasury Oversight Committee: Submitted

Seat Name

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I love my home in Walnut Creek and I love Contra Costa county. I want to be apart of the community and my financial skills and background make me well qualified for this role.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

High business acumen especially surrounding finance.

[Upload a Resume](#)

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Summary

Experienced Finance, Data, Systems & Business Intelligence professional with strong financial, analytical, and technical skills. Unique ability to comprehend business finance objectives & architect solutions to problem-solve. Adept at converting manual processes through driving process optimization, systems automation, enhancing repeatable analysis, and improve reliability & accuracy. Expert at leveraging technology competencies to enable optimum access to system data, allow development of better systems, and facilitate rapid creation of needed reports for management's strategic decisions.

Skills and Competencies

Treasury | Cash Forecasting | System Implementations | Project Management | Advanced Modeling | P&L Ownership | Advanced Excel | VBA | EC2 Instances | Python | SQL | GIT | Cronjobs | AWS | Hive | Presto | Kyriba | NetSuite | Oracle | Tableau | Domo | Marketo | Credit Underwriting | SOC 2 | ACH | Wires | Process Architecture | Controls | Reconciliations | Compliance | Banking Administration |

Experience

Sr Manager, Treasury
Carta

Jan 2022 – May-2023
(San Francisco, CA)

- Developed automated cash allocation analysis to maximize interest income while continuing diversification of funds.
- Generated highly accurate cash forecasting models which were plug and play. Departments could alter cash burn, interest income, and revenue streams dynamically and the model automatically updates forecast. This allowed Carta to optimize interest income, diversification of funds, while maintaining liquidity for operational needs.
- Created and automated holistic reporting of all account balances, interest incomes, bank fees, and other relevant data to banking.
- Monitored compliance and performance of investments alongside investment advisors.
- Created investment policy alongside industry professionals.
- Maintained banking relationship. Including negotiations for pricing, review of legal contracts for new banking programs, and coordination of implementation of new banking programs and features.

Sr Manager, Finance/Treasury
Wisetack

Jun 2020 – Jan 2022
(San Francisco, CA)

- Both determine and execute strategic initiatives for the Treasury department. Decide appropriate staffing levels, recruit skilled talent, and manage teams as needed. Work with the Federal Reserve reporting systems and partner banks to optimize money flows and operating procedures. Establish reporting to implement higher level automation and construct holistic platform reconciliations.
- Design, implement and manage all treasury related operational processes in conjunction with automating them. Direct and monitor accurate cash movements, along with conducting and designing necessary reconciliations.

*Sr Manager, Treasury / Finance Data & Automation
LendingClub*

*Jul 2015 – Oct 2019
(San Francisco, CA)*

- Designed, automated, and documented operational workflows, reconciliation processes, and reporting within the Treasury Department. This approach removed redundant processes, mitigated risk, improved efficiency, and enhanced KPI reporting.
- Developed and designed an automatic subledger software system to optimize workflow and allow the company to perfectly reconcile daily cash exceeding 1 million transactions per day. The system automatically generated ledger entries, audit reports, and key metrics useful for management.
- Frequently created reporting and presentation decks requiring complex analysis of data sets to drive business decisions, assess risk, report on group metrics, perform audit requests, and explain workflow.

*Assistant Vice President -P&L Business Control Analyst (FX Emerging Markets)
Bank of America Merrill Lynch*

*Dec 2012 – Apr 2015
(New York, NY)*

- Validated and substantiated position balances for the bank's general ledger across 50+ FX portfolios daily. Face value of transactions exceeded billions of dollars per month.
- Ensured the Business Unit's financial data was accurately reflected in all the bank's systems.
- Automated daily processes with Python and VBA reducing repetitive work from hours to minutes.
- Learned large company institutional systems for managing and reconciling positions and cash
- Broke out trader P&L plex - (Delta / Gama / Theta / Vol) on a daily basis. This process includes analysis of yield curves to determine if given P&L was correct.

*Operations tech – derivatives
Bank of America Merrill Lynch*

*July 2010 – Dec 2012
(Concord, CA)*

- Reviewed, confirmed, and settled institutional FX and FX derivative transactions worldwide.
- Reviewed and validated cash flows along with complex reconciliation of accounts receivable and accounts payable.
- Conducted trade matching and confirmations via swift and long form.
- Reviewed broker confirmations and Reuter conversations to ensure tickets were accurately booked.

Education

University of the Pacific, Stockton, CA

Bachelors of Science in Business Finance

May 2010

Bachelors of Science in Applied Economics

May 2010