



Len Hancock Jr.

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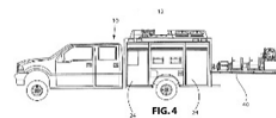
Summary: A seasoned executive proficient in navigating complex financial challenges, including analysis, budgeting, and strategic initiatives. Excel expert with a flair for transforming intricate data into actionable business intelligence. Recognized for strong problem-solving and presentation abilities, known for meticulous attention to detail and accountability.

Professional Experience

- Assistant Director of Financial Analysis and Operations**  **Georgetown University Law Center** **Aug '23 – Present**
- Strategic financial management for 88 Cost Centers with a combined annual allocation of \$60MM and \$157MM in gifts & grants assets.
 - Lead strategic initiatives related to GU's rapidly expanding Capitol Campus and the London Campus
 - Identified and reclassified \$1.1MM of restricted gifts, increasing liquidity and supporting the bottom line. Emphasis on Fund Accounting.
- Budget & Data Analyst**  **West Virginia University** **Jun '22 – Aug '23**
- Use numerous systems to manage & present academic data related to departmental costs, accreditation, enrollment, and courses offered.
 - Created the first-ever "cost and revenue by major" analysis, providing invaluable financial & enrollment data critical to the Strategic Plan.
- Budget Analyst**  **West Virginia University** **May '21 – Jun '22**
- Organized information, performed financial analysis, and prepared financial reports for State and WVU Foundation expenses and revenue.
 - Utilized advanced Excel skills to gather, clean, analyze, and interpret large data sets.
 - Presented clear and concise data visualizations for strategic decision-making.
- Assistant Accountant**  **West Virginia University** **Feb '20 – May '21**
- Created regular and custom monthly financial reporting and reconciliation files.
 - Developed a custom Excel tool using macros and power queries to automate and organize Payroll Suspense Account transactions.
- Administrative Services Manager**  **State of West Virginia, Veterans Nursing Facility** **Apr '18 – Nov '19**
- Directed AP, AR, Fund Accounting, and General Ledger Accounting with a \$21MM budget.
 - Led budget development, liquidity management, policy development, and procurement processes.
 - Provided comprehensive financial analysis for government bids and budget support.
- Owner**  **Len Hancock Design Solutions** **Apr '14 – Apr '18**
- Created compelling and affordable web and graphic designs to support customers' marketing goals.
 - Managed all facets of business operations, including accounting, sales, marketing, and creative work.
- Vice President and General Manager**  **LH Jones Equipment/Life Force Rescue** **Aug '94 – Feb '14**
- Oversaw all business administration and operations functions with full P&L responsibility. Emphasis on Cost Accounting.
 - Managed a team of 8-25 people and handled purchasing, production, financial operations, sales, and service.
 - Conducted in-depth sales, financial, market, and product data analysis to drive financial strategy and operations.

Boards & Accomplishments

- Director, Board of Directors**  **Fairmont Federal Credit Union** **Apr '08 – Apr '17**
- Set policies, approved budgets, and directed strategic planning for the second-largest credit union in West Virginia.
 - Served as Chairman of the Personnel Committee and as a member of the Budget, Strategic Plan, and Incentive Committees.
- Director, Board of Directors**  **Chestnut Mountain Ranch** **Jun '12 – Feb '17**
- Provided guidance and oversight of the organization's operational functions.
 - Offered financial and marketing insights as required.
- United States Patent Holder**  **US Patent 8,075,036; Utility vehicle with integrated pull-out framework**



Education, Skills & Software

- Education**
- Master's Certificate, Business Data Science  **West Virginia University**
 - Bachelor of Arts, General Studies  **Villanova University**

Prominent Skills

- Financial Analysis | Budget Development | Administration | Financial Modeling | Data Visualization | Problem Solving

Software

- Excel [Formulas, Lookups, Charts, Pivot Tables, Power Pivot, Power Query, Macros, VBA]**
- Other Software: Workday, Oracle, WVU Foundation Services, Banner, ChromeRiver, Digital Measures, WVU MAP, Argos, Word, Outlook, Publisher, PowerPoint, Word, PowerPoint, Publisher, WV Oasis (ERP), Kronos, Tableau, Python, R, SQL Reporting, Sage Quantum 50 Accounting, Peachtree Accounting, Salesforce, QuickBooks, Formstack