

Christina Tsiatsiou, MBA, MSc, MPA/BA

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Leadership Profile

Extensive global management experience in Finance, Economics, International Accounting, Project Management in Finance in Corporate Environment & Non Profit organizations. Leads complex strategies to drive results. Bilingual (fluent in Greek). MBA in Professional Accounting, MSc in Financial Engineering, BA-MPA in Public Administration/Economics, Licensed Economist in Europe (1999), Licensed Accountant in Europe (2006). PHD candidate Management & Finance of Infrastructure Projects (expected)

- Talent Management – Seasoned leader skilled at acquiring, developing and retaining talent to create highly effective teams that drive organizational performance through motivation, empowerment, collaboration across teams, and commitment to excellence.
 - Results Driven Leader – Highly efficient in leading and driving performance, saving businesses capital and improving net income results. Demonstrated ability to influence key decision-maker and balance process vs. results.
 - Critical Thinker – Change agent, adept at managing large scale teams, defining goals and executing against strategic growth objectives in an environment of disciplined process.
 - Technical Aptitude –Expertise in Operating & Capital Budget Preparation & Submission, Budget Planning, Budget Monitoring, Budget & Cost Tracking, Risk Assessment, Strategic Reporting, Budgeting & Accounting Reconciliation, Year End Closing. Strong grasp of Financial and Quantitative techniques, International & US Accounting Principles, GAAP. Deep knowledge of Contract Administration & Procurement, Space utilization, Utility consumption and forecasting. Specialization on Project Finance for Infrastructure, PPP, Large in Size Private Projects (PhD thesis), Decision-making tools (cost benefit, Pareto analysis, t-chart), Predicting corporate bankruptcy using z-scores (MSc Thesis). Feasibility Studies, Project Costing Budgeting and Cash flow analysis, concerning Private Constructions & Technical Assessment of Properties, Estimation.
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Experience

Associate Director, Finance, Facilities & Administration

11/2018 - Present

State of NY Metropolitan Transportation Authority – MTAHQ Real Estate

Responsible for the overall financial and administrative functions of the MTA Real Estate and Facilities department. Responsible to provide oversight and management of multiple long term sophisticated agreements which generate revenue in excess of a billion dollars. Responsible to oversee the operations of the Real Estate finance group and all financial matters related to property management agreements including financial reporting, funding requests, budget development and contractual analysis. Under the general direction of the Director Facilities Support and Operations oversee contract work force engaged in the maintenance and repair activities and the procurement of maintenance contracts with multiple 3rd party office buildings totaling over 2 million square feet and the Madison Ave properties. In conjunction, with Director, Real Estate & Director, Operations oversee the department's personnel decisions and actions for job creation, posting, and filling.

- Manage three direct reports and oversee the operations of the Real Estate Finance group, including financial reporting, budgets, payables and receivables
- Directs the staff and activities of the building maintenance and custodial operations at locations managed by the 3rd Party Property Manager, under the direction of the Director, Facilities Operations and Support
- Under the direction of the Director, of Facilities Operations and Support, Inspects ongoing work projects to assure compliance with specifications, codes and in place maintenance contracts
- Provide technical advice and assistance to employees on work order requests to ensure compliance with building standards and ensure budgetary dollars are in place
- Work closely with facilities department regarding all financial matters related to the property management agreement including overseeing all financial reporting, funding requests, budget development, and contractual analysis
- Oversee the financial management of complex real estate transactions including but not limited to The Westside Yards Project, Fulton Street Transit Center, Columbus Circle, and Transit Wireless
- Work closely with the Director of Real Estate & Director of Operations, on personnel decisions including, position creation, posting, and filling
- Review financial budgets in conjunction with approved contracts, review and approve invoices and back up for payments to vendors in conjunction with agency chargeback spreadsheets for reconciliation
- Respond and act accordingly to all building complaints and tenant requests.
- Oversee the lease administration of the various MTA Leases to ensure that all rent obligations are met and compliance with all lease provisions
- Analyze reconciliations, identify existing and potential problems, and develop detailed solutions for presentation to senior management
- Coordinate all audits for the Real Estate Department with both internal/external auditors.
- Work closely with MTA Corporate Compliance to oversee MTA Real Estate's internal control process
- Ensure that all documentation is submitted to the Office of the State Comptroller in compliance with all applicable laws and executive orders

Assistant Director, Capital Programs Financial Management

05/2018 – 11/2018

New York Institute of Technology

- Annual Preparation and Submission of Capital budget and financial management of projects. (\$20mil Annual Approved Projects & \$80mil new Capital Master Plan & Campus Commons Project).
- Daily monitoring of budget, cost tracking, reporting; projections and year-end close activities. Responsible for the final review of all capital and operating (for IT, Design & Construction, and Facilities) Procurement, Contract Administration, Closeout Procedure.

- Responsible for preparation, submission, and overseeing of Operating budget for Facilities, Design & Construction and Eight (8) IT departments. (\$30mil)

**Assistant Director, Finance & Operations
New York Institute of Technology**

12/2015 – 05/2018

- Annual preparation of the Operating Budget Submission based on the annual IT (Systems & Networks, Data Warehouse, Client Services, Desktop Support, Enterprise systems, Media Services, Web Services, Telecommunications), & Infrastructure (Facilities, Security, Design & Construction) Service Contract Needs. Reconciliation of the Annual Opening Operating Budget, Report & resolve differences. (\$30mil annually)
- Annual Preparation of the Capital Budget Submission (\$20mil) & CPRS review. Daily monitoring of budget, cost tracking and reporting.
- Responsible for managing the portfolio of Capital (Average 100 Projects annually) and Operating projects through planning, risk assessment, monitoring, daily budget & cost tracking and reporting.
- Responsible for financial and strategic reporting as well as other related reporting, including budget vs actual reports, budget forecasts, space utilization report, utility consumption and forecasting report.
- Prepare periodic and on demand presentations and reports in all related areas for Board of Trustees, President and VP of IT&I.
- Provide ongoing analysis of the budget versus actual trends in order to better align the budget with operations.
- Responsible for monthly, quarterly and year end closing, charge back and reporting activities..
- Collaboration on a regular basis with Accounting, Budgeting Department, Controller's Office, for Budgeting & Accounting Reconciliation, Funding, Year End Closing, Reporting. Collaboration with Procurement Office and Legal Department.
- Monitor IT & Infrastructure budgets, capital & operating expenses, commitments, verification of requests (validity and fund availability) in support of ongoing expenditures.
- Responsible for reconciliation of all IT&I operating and capital accounts on a monthly basis. Identify discrepancies, report and resolve differences.
- Responsible for reviewing and updating forms, policies and procedures in support of a more efficient operation and in order to continuously improve internal controls.
- Responsible for administering and managing contracts, procurement & maintenance, cost monitoring of: lease agreements, facilities, hardware, software, agreements, security & busing outsourcing, capital leases for technology hardware, telecommunications and Internet connectivity service etc.
- Responsible for the Preparation, Reconciliation, Reporting of Fire Damage \$3.2 Insurance Claim.
- Prepare necessary documentation and information for Internal & External Auditors.
- Grant support: documenting project expenditures, funding sources, cost classification, (Economic Development Administration – EDA Grant For NYIT Entrepreneurship and Technology Innovation Center –ETIC, Higher Education Capital -HECap Grant For engineering facilities development project-HSJH bldg, New York State Office of Parks, Recreation & Historic Preservation for deSeversky Center-Dupont-Guest House)

Director of Finance & Accounting -Partner

09/2009 - 09/2012

M.K.B. Associate Architects & Engineers Construction Co. _ Athens-Greece

Our family owned business, is an architectural and construction company, based in Athens - Greece. The business core is architectural studies development and construction of hotels, multi-store residential buildings, residential cluster of houses, mansions, office buildings, in the wide area of Athens-Greece.

- Supervising the accounting team, business process, cost budgeting and estimating, risk analysis, critical path diagramming and analysis, resource forecasting and change control, feasibility studies and project costing - using both ERP packages and my own programs established the company's needs for all the above tasks. Collaboration with engineers, architects, and contractors on estimates and cost build ups.
- Project Accounting - checking payments, agreements, handling contractors, clients, banks, ensuring necessary funds for each project etc. Help drive the bidding process with vendors and sub-contractors by assisting Project Managers and Sourcing team to identify qualified subcontractors, leveling bids, and negotiating price.
- Prepare periodic and on demand presentations and reports in all related areas for Board of Trustees, President and VP of ITI.

Director of Finance

09/2006 - 09/2009

aa Associates Architects & Engineers- Agiostratitis Stylianos _ Athens-Greece

The firm boasts over 35 years of experience, offering design services for a wide range of projects, such as airports, masterplans, sports arenas, hotels, marinas, commercial, retail and cultural buildings, residential complexes and private villas, on a local and international level.

- Responsible for project delivery/management and finance analysis. Supervising the accounting team, reporting directly to the CEO/Owner. Collaboration with engineers, architects, and contractors on estimates and cost build ups. Responsible for maintaining cost controls over all the corporate expenses and projects globally. Keep the projects within budget. Track and record revenue on a percentage of completion method.
- Produce financial statements to demonstrate and report their projects' profitability and progress. Sign off on all major expenditures and costs. Close the books monthly, quarterly and annually in relation to the projects.

Finance Accounting Consultant

09/2005 – 07/2006

Accounting Consulting Co. Alexopoulos E. _ Athens-Greece

- Provided Finance expertise and support of all Corporate Accounting, bookkeeping and tax services functions, on a year round basis to 15 companies (industrial, commercial, construction companies etc.). Served as Project Manager and Business Analyst, responsible for accounting technology projects, custom-tailored to the individual client. Supervising the preparation of financial statements. Responsible for driving multiple projects geared toward production of management reporting to upper level management and shareholders.

**Head of Financial Budgeting & Reporting Department /Senior Finance & Accounting Manager
Sklavenitis Group (538 retail stores, 27,000 employees Greece & Cyprus)**

11/1995 – 09/2005

Job rotation through 3 different Finance & Accounting Departments: Budgeting & Financial Reporting Department, Business Analysis Department, Accounting Department.

- Conducted Budgeting and forecasting – financial and cash-flow analysis. Annual performance plan facilitation, quarterly program performance reporting. Balance sheet, P. & L., ratio analysis and cash flows. Management Reporting, Financial Planning and Analysis, Variance Analysis
- Responsible for system enhancements and process improvements in the supply chain area. Support month end inventory entries, monthly balance sheet reconciliations, and additional projects as assigned. Contributing as a business financial consultant on supply chain related projects. Expertise in supply chain business systems and apply this to the development, execution, and improvement of action plans.
- Responsible for managing and implementing key projects, processes, and initiatives in cash reconciliation to ensure efficiency and compliance by, developing strategies and establishing timelines, workflow, and requirements (internal and external audits, third-party vendor audits)
- Preparation of monthly management accounts and annual reports issued to the stockholders. Income statement (P&L statement), balance sheet, statement of retained earnings and statement of cash flows. Maintenance and control of accounting entries, balance sheet entries, sales, stock intake. Settlements with banks and payroll. General and analytical cost accounting. Management Reporting, Year End Close, Month End Close, Audit Preparation, Cash Management, Fixed Assets and Depreciation, Revenue Recognition. Inventories Reconciliation.

Education

New York Institute of Technology, USA

2015 –2017

- **MBA - CPA track (AACSB accreditation) - 3.95 GPA Recipient of MBA in Accounting Award**
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Athens University of Economics & Business, Greece

May – June 2011

- Mini Masters - Back to School Program by MBA International Department
- PPP projects – Project Finance
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Athens University of Economics & Business, Greece

1999-2001

- Executive Master's Program (MSc) in Decision Sciences (specialization in Financial Engineering)
- Dissertation: Predicting Corporate Bankruptcy using Z-scores : A case study for Greece (Grade: 10/10)
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Panteion University of Athens-Greece

1995-1999

- Bachelor & Masters in Public Administration – Economics

Licenses & Certifications

- Licensed Economist (Economic Chamber of Greece) (1999-today)
- Licensed Accountant – Tax consultant Level C'-B'-A' Class (Lic.No0048876) (Economic Chamber of Greece) (1999-today)
- General Contracting and Construction Standards Certification New York Institute of Technology, (08/04/2018)
- Harassment & Discrimination Prevention Course, New York Institute of Technology, USA (03/08/2018)

Computer Skills

- Expertise in Excel cube formula reporting, Windows Office (Excel, Access, Word, Power Point) as well as sophisticated programs designed for Accounting, Finance, Business Analysis, Project Management, High level Calculus, Mathematics, Financial Engineering, and Statistical Analysis. Also, expertise in People Soft, Task stream, Oracle. Microsoft Power BI.

Awards -Accomplishments

- MBA-Accounting Award (GPA 3.95/4) – New York Institute of Technology (May 2017)
- Member of Beta Gamma Sigma International Honour Society (#BGS071230MEM)-Business & Academic Excellence (March 2017)
- Member of National Society of Leadership & Success Honour Society (January 2016)
- Participation as a member of the Greek shipping in a Think Tank at UNCTAD - UNECE UN Geneva on «Climate Change and how it affects the international transport networks » (UNCTAD – UNECE UN Geneva, September 2010)
- Participation in studies conducted in new built freight centers and stations in Greece (Association of Greek Transport Chamber, 2009-2012).

Volunteer

- Senior Citizens Centre of Port Washington (January 2014- December 2014)

- Port Washington Library, ESL office (March 2014- November 2014)