David Gardner, B.Comm.

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 **CANDIDATE MEMBER AIC**

**| AIC Member In Good Standing | Pasion for Real-estate |**

 I hold a Bachelor of Commerce from the University of Alberta School of Business and am currently enrolled in University of British Columbia Real-estate Appraiser Program. I am pursuing my AAIC P. App. Designation. I am a registered candidate with AIC Canada and am a member in good standing. Over the past few years, I have developed a passion for real-estate and have decided on a carer move. My formal experience in the accounting field and 16 years’ experience as a successful business owner of two very profitable franchises, has allowed me to utilize my business degree in all areas of business from bookkeeping, HR, operations and marketing. I can bring my passion, dedication and knowledge for business to your office in a manor that will help drive innovation and business.

**WORK EXPERIENCE**

**MNP LLP** – *Southern Ont Region* Aug 2023 -Present

**Accounting Technician**

Member of an in-house accounting team providing full cycle bookkeeping and accounting for a large national franchise corporation

* Manage AP/AR functions through PAD, EFT & Manual cheques
* Compile Month-end financials for various national locations
* Reconciliations of GL Accounts & Banks Statements
* Calculate & file HST PST GST
* Work with year-end team compiling year end financials & tax filings
* Verify & Execute payroll for over 600 employees

**Plato’s Closet Franchise**- *Cambridge On*  Aug 2016-Jan 2023

**Owner/Operator**

Hands on Operator of Plato’s Closet Cambridge, a retail clothing resale franchise. Responsible for all aspects of territory development including lease negations, store development, procurement, staffing, marketing, financial reporting & HR Functions

* Researched, Developed & implemented business plan
* Created and set up financial reporting system through QuickBooks online
* Carry out daily accounting duties, banking duties & AP
* Plan & implement daily operations
* Develop marketing ads through the following platforms: social media, internet/google marketing, website design, and email bringing regional awareness to our store
* Surpassed regional growth average by 6% in first year
* Created Community partnerships with WYCA & Local Schools helping clothe those in need

**Dairy Queen Beaumont** - *Beaumont Ab* May 2007 – July 2016

**Owner/Operator**

Hands on Owner & Operator of a Dairy Queen Grill & Chill Restaurant & Drive-through. Responsible for all aspects of store construction & development, staffing, training, marketing, financial reporting & all daily operations

* Development & implementation of business plan
* Executed site lease negotiations
* Sourced & negotiated contracts with Architects & Builders
* Development & implementation of construction plan
* Carried out full staff hire and training process of 75 staff members & managers
* Oversaw & managed all day-to-day restaurant operations incl. AP/AR, inventory control
* Managed all functions of HR: recruiting, interviews, training, and payroll
* Full understanding of employment standards and law including foreign worker program
* Carry out all daily accounting and banking duties
* Prepare corporate/franchise monthly & annual financial reports
* Prepare monthly financial reports and financial reconciliations in QuickBooks
* Received Sales Achievement awards in 2009 & 2015

## Business analyst/Accountant, *Capital Health Authority, Edmonton, AB* April 2006-May 2009

Department: Regional Planning and Development

* Member of the budget and cost allocation team that oversaw allocation of a 20M Budget throughout our healthcare system
* Regional budget analysis
* Regional budget projections
* Contract cost analysis

## HR Tech, *Environment Canada, Edmonton, AB* January 2005- April 2006

Department: Human Resources

* Full understanding of Employment Standards union & non-union
* Verified payroll for accuracy of employee hours and deductions
* Accurately and efficiently performed payroll data entry for union & non-union Employees
* Maintained job description data base
* Developed interview programs for new recruitment opportunities
* Screened & interviewed potential candidates on person or via video conferencing
* Responsible for the planning, coordination and execution of the National Educational Conference for HR Professionals, spring 2006
* Researched, contacted and booked keynote speakers
* Developed and organized seminar schedules

**EDUCATION**

**University of Alberta** – *Edmonton Ab 2007*

Bachelor of Commerce - Accounting Major.

 Human Resource Minor.

## University of British Columbia, Sauder School of Business, - *Vancouver B.C. 2020*

**AACI P. App. (in progress)**

Courses Completed**:**

* AIC 101
* AIC ITPP
* CPD 130
* BUSI 330
* BUSI 331

**PROFESSIONAL SKILLS**

* Microsoft Office (Word, Excel, PowerPoint)
* Proficiently create, interpret, and analyze financial & operational plans and statements to improve business performance
* Experienced in creating and actively using; business plans, marketing plans, proformas
* Believe that through strong & effective communication, mentorship and collaboration with clients, employees and management, strong and profitable business emerge

**VOLUNTEER EXPERIENCE**

**CYO Basketball** – *Brantford On* Sept 2023 -Mar 2024

**Youth basketball**

* Coached 11-15Yr Old Girls Team

**Beaumont Chamber of Commerce** – *Beaumont Ab* 2009 Fiscalyear

* Board member

**References**

**Available on request**