

# Jason Paul Prideaux

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## Objective:

To utilize my proficiency with accounting knowledge, along with a flair for accuracy towards performing my duties while developing and maintaining rapport with all effective departments and agencies. All these factors would help me in performing my duties with increasing efficiency.

## Work History and Experience:

### University of Central Oklahoma

Edmond, OK

Director of Financial Services

January 2021 - present

- Managing and overseeing all or one accounting function.
- Oversees the completion and reconciliation of ledger accounts and financial statements.
- Monitors account activity and account processes.
- Evaluates and makes appropriate improvements to internal accounting processes per (GAAP).
- Oversees the functions of general accounting, grants and contracts budget and post award, and plant fund accounting.

### ETX Energy

Tulsa, OK

Senior Director of Operations

April 2019 – December 2021

- Defining, implementing and revising operational policies and guidelines for the organization
- Working with the human resources department to create job descriptions, hire competent personnel and oversee employee training programs
- Working with the human resources department to develop and implement staff evaluations
- Liaising with departmental heads to develop financial plans and ensure company-wide compliance
- Keeping track of the company's revenue margins and conducting budget reviews to maximize profits
- Overseeing client support services
- Managing procurement and resource allocation

### Kaiser Francis Oil Company

Tulsa, OK

Director, F&A (Midstream)

December 2016 – April 2019

- Provide support for the midstream development group, which builds, acquires and owns/operates midstream assets (primarily crude pipelines and terminals) for the company.
- Provide professionalism with strong analytical skills by performing and demonstrating good judgment and execution of all the typical duties of accounting and financial analysis.
- Communicate with operations personnel to understand historical and future financial performance.
- Preparation of monthly financial analysis for management use (actuals vs budget/outlook for income statement, work with business unit to update monthly outlook).
- Assist assigned business units with the creation and updating of budgets and outlooks.
- Assist supervisor with review of legal contracts for proper accounting treatment.
- Work with supervisor, business unit personnel and IT to set up new business units. Assist with the preparation and analysis of cash forecast. Preparation of journal entries. Preparation of balance sheet reconciliations.

### Swift Energy

Houston, TX

Senior Consultant

February 2014 – October 2016

- Worked at Swift Energy now (SilverBow Resources) to help the company through bankruptcy and transition to SilverBow Resources.

- Managing the oil and gas accounting team such that receivables are billed and collected, bills are paid, and general ledgers are maintained.
- Developing and maintaining internal control policies and procedures over all procurement and other business activities of the organization.
- Coordinating with Operations regarding planned projects and agreements to develop a sufficient understanding of such for preparation of accurate cash flow projections and project analysis reports.
- Reviewing and analyzing AFE requirements and report on AFE vs. actual costs. Creating monthly JIB and Revenue Distribution statements.
- Managing oil and gas related state tax filings. Prepare, analyze, and reconcile accounting records, financial statements, and any other financial reports to assess accuracy, completeness, and conformance to reporting standards.
- Managing the month-end close process. Creating and presenting financial statements to management. Maintaining confidentiality of the underlying information. Striving to establish improvements in efficiency and system use.

#### Newfield Exploration Company

The Woodlands, TX

Manager, F&A (E&P) (relocated to Texas from Oklahoma)

December 2012 - February 2014

- Review account reconciliations and suggest ways to improve efficiencies.
- Analyze accrual process for trail balance meeting (identify any variance over threshold)
- Perform account reconciliations, variance analysis, and prior period adjustments
- Provide monthly presentation of gas and oil pricing for quality earning meetings
- Review monthly validations with each analyst to provide monthly explanations
- Review and approved time requests and behavioral matters with HR
- Review monthly revenue financial results with controller per SOX requirements

#### Williams/WPX Energy – Exploration & Production

Tulsa, OK

Manager Rotational PDP

May 2008 – December 2012

- Processing and price the largest basin providing high level analysis.
- Analyze monthly comparisons between tax and revenue differences at a well level
- Perform account reconciliations, variance analysis, and prior period adjustments
- Coordinate monthly allocations
- Updating desk documentation procedures for companies 50, 57 (Colorado) and 58 (Oklahoma) and creating a more effective filing for Southern Ute Severance tax.
- Oklahoma Gross Production, OERF, OKMP, Southern Ute Severance and Jicarilla (CIT, Privilege and Severance).
- Developed a variance analytic spreadsheet for gathering closer thresholds
- Created and implemented a process to compile and organize all mail collect through scanning that automatically creates soft copies and uploads to the server in specified file locations

#### ONEOK

Tulsa, OK

Acquisitions, Mergers & Divestitures Consultant

July 2007 – May 2008

- Performed account reconciliations, bank reconciliations, and daily journal entries
- Analyzed accounts, and monthly variances
- Prepared filings of Form 3Q and Form 2 to the FERC & SEC
- Midstream recording (largest pipeline on the team)
- Forecasted margins, analyzed cash flow, and thresholds
- Researched, verified and made prior period adjustments

### **Education:**

#### University of Oklahoma

Tulsa, OK

Degree: Ph.D in Education (Educational Administration, Curriculum, and Supervision)

present

#### Oral Roberts University

Tulsa, OK

Degree: Masters of Business Administration

May 2016

#### Newman University

Wichita, KS

Degree: Bachelors of Science in Accounting and Management

May 2005

### **Skills:**

Microsoft Excel, ORACLE, Excalibur, Microsoft Word, Microsoft Outlook, Microsoft PowerPoint  
Scanning, Faxing, Ten Key

**Awards:**

- Spot Award (Advanced Achievement) Swift Energy, 2015
- Leadership Jenks, 2008
- Dean Scholarship, 2002-2005
- United States of America Funds Scholarship, 2002-2005
- H&R Block, Tax Certification, 2004
- Senior Ambassador, 2004-2005

**Activities:**

- Alumni Board Member, Newman University, 2016-2020
- Kiwanis International Member, 2008
- President, Pi Gamma Mu (Honorary Society), 2003-2004
- Vice President, Pi Gamma Mu (Honorary Society), 2002-2003
- Ambassador, 2003-2005 (10 chosen out of 200 applicants)
- Student Teacher, T & T Facilitator, 2003-2004
- Junior Representative, Student Government Association, 2003-2004
- Service Trip over Spring Break to Guaymas, Mexico, 2004

**References: Available Upon Request**