

AARON J. KIBOTA

**PROFILE**

Creative, proactive, problem-solver with broad financial, analytical, administrative and strategic planning experience in diverse industries seeking an opportunity to contribute and grow in a dynamic and challenging organization.

**EXPERIENCE**

**Associate Director** **2013-present**  
**Hawai'i Arts Alliance** **1040 Richards Street, Honolulu, Hawai'i 96813**

- Responsible for the overall success of the organization in the following key areas: fundraising, public policy, human resources, risk management, grant writing, donor cultivation, strategic planning and administration;
- Work closely with the CEO and Board to expand relationships with major donors, act as spokesperson for the organization and secure funding from private and public sources;
- Evaluate the performance of educational programs, and develop new funded programs and services;
- Develop policies and procedures to maximize operations while ensuring compliance with all federal and state laws, rules and regulations;
- Prepare and present public testimony before State, City and County, other governmental as well as private organizations;
- Cultivate strong donor/business relationships with key stakeholders;
- Provide leadership and management to ensure that operational controls, administrative procedures and systems are in place to effectively grow the organization;
- Research possible funding sources, prepare grant proposals and oversee application process;
- Prepare revenue forecasting, development and management of annual budget, and ensure financial control and policy compliance.

**Chief Financial Officer** **2009-2012**  
**Honolulu Museum of Art** **900 South Beretania Street, Honolulu, Hawai'i 96814**

- Responsible for all aspects of the organization's accounting, finance and investing functions including a \$10M operating budget and \$60M endowment;
- Developed and presented internal financial reports to the full board of trustees and served as a member on related subject matter committees;
- Assisted in the development, implementation and monitoring of the organization's investment, educational and strategic planning goals;
- Worked closely with the Director to develop and achieve goals for the entire organization and generate new sources of revenue;
- Worked closely with Director of Museum Art School to develop institutional measures of success and to research and analyze data to be used for internal and external reporting, grant activities, and donor requirements;
- Partnered with different levels of governments and private sector organizations to advance the mission of the Academy;
- Assisted department managers in increasing profitability and efficiency through comprehensive review and analysis of financial and managerial information and processes;
- Oversaw all administrative functions including, but not limited to risk management, purchasing, payroll, accounts payable, contract and lease negotiations, real estate management, and vendor relations;
- Directed full financial and pension audits and filed all relevant tax forms related to non-profit organizations;
- Reduced annual operating expenses by approximately \$250k and supervised the implementation of a comprehensive energy efficiency project the reduced costs an additional \$200k annually;
- Directly supervised all revenue generating departments including the Academy Gift Shop, the Doris Duke Theater, the Pavilion Café, Linekona Art Center, Shangri-La Tours, as well as the Information Technology, Operations and Accounting Department.

**Finance Manager/Region Finance Director**  
**Frito-Lay Hawai'i**

**2006-2009**  
**99-1260 Iwaena Street, Aiea, Hawai'i 96701**

- Responsible for planning, forecasting, directing, negotiating and coordination of pricing of products for the Hawai'i Region (\$70M in Sales) of Frito-Lay North America;
- Developed the annual operating plan and managed the full P&L throughout the year;
- Worked closely with other locations within the West region to meet overall corporate financial goals;
- Worked closely with Key Account Managers to analyze financial information and develop sales strategies and event promotions;
- Provided Key Account Managers with guidelines, benchmarks and strategies for sales and profit targets;
- Evaluated and analyzed gross profit fluctuations by identifying the causes, then providing recommendations to address them;
- Developed period sales, selling expense, and trade spend forecasts;
- Researched, prepared and implemented pricing structure models for all SKU's;
- Monitored and maintained discount integrity across all channels by managing a statewide price structure and discount levels;
- Identified and evaluated impact of pricing and programming strategies in selected channels;
- Communicated, strategized and updated pricing changes to sales group;

**Manager, Financial Planning & Analysis**  
**Fair Isaac Corporation**

**2003-2005**  
**3661 Valley Centre Drive, San Diego, California 92130**

- Managed the Account Management market unit (over 250 software products) including revenue forecasts by project and expense forecasting with variance analysis;
- Analyzed the efficiency of the Account Management products, clients and markets; established FP&A policies and procedures for the market unit;
- Conducted profitability analysis for emerging markets and provided support for pre and post contract signing between accounting, legal, sales and marketing departments;
- Assisted market unit heads in understanding the financial implications of business decisions, from product pricing to acquisition;
- Advised managers on proper accounting for software revenue recognition;
- Prepared performance reports for management and analyzed those reports for significant trends and issues that should be highlighted for senior management;
- Worked closely with the project teams helping them to translate their project plans into financial forecasts.

**Director of Finance**  
**Bay Logics Software**

**2000-2003**  
**1133 Columbia Street, San Diego, California 92101**

- Implemented new budgeting software, which improved the company forecasting accuracy, cost controls and resource allocation; consolidated positions and streamlined processes, saving more than \$70,000 annually and decreasing overall costs by 15%;
- Researched and implemented best practices for software based economic development, industry level policies and other matters related to the company;
- Developed and implemented the entire accounting and finance infrastructure including general accounting functions, financial reporting, forecasting, budgeting and modeling;
- Planned and directed all financial operations, generated internal and external financial statements and managed the A/P and A/R departments;
- Developed financial and operational forecasts and performed all financial analysis and modeling;
- Responsible for revenue forecasting, cost tracking, analysis and project evaluation.

**EDUCATION**

**Hawai'i Pacific University**

Masters of Business Administration: Accounting  
Bachelors of Science: Finance