

Rod Mireles
Assistant V.P., Financial Accounting, Reporting and Procurement

Education

BBA (Accounting) Southwest Texas State University	May 1986
Associate in Arts Southwest Texas Junior College	May 1984

Experience

Asst. V.P., Financial Accounting Reporting and Procurement July 2007 – Current
Prairie View A&M University, Prairie View, TX

As V.P. for Financial Accounting Reporting and Procurement, areas of responsibility include directing and supervising the following areas within Business Affairs: Financial Accounting, Reporting, Procurement, and Fixed Assets. In addition, interact with external entities (including other state agencies) regarding reports and audits.

Controller Nov. 1994 – June 2007
Prairie View A&M University, Prairie View, TX

As Controller, areas of responsibility included directing and supervising all areas within the Fiscal Office: Budgets and Payroll, Accounting Services, Procurement Services and Financial Reporting. In addition, worked on areas related to student fees, legislative requests, etc. Interacted with external entities (including other state agencies) regarding reports and audits.

Interim Controller Nov. 1993 - Nov. 1994
Prairie View A&M University, Prairie View, TX

As the Interim Controller, areas of responsibility included Budgets and Payroll, General Accounting, Procurement, Treasury Services and Financial Reporting.

Coordinator of Special Projects Aug 1993 - Nov. 1993
Prairie View A&M University, Prairie View, TX

As Coordinator of Special Projects, my primary duties were to assist with year-end closing and preparation of Annual Financial Report.

Rod Mireles (Continued)

Assistant Controller

Aug. 1992 - July 1993

Texas Municipal Power Agency, Carlos, TX

Assisted with the implementation of a new accounting system, reviewed and updated budget forecasts, prepared allocations to member cities and prepared the quarterly Cash Flow Statements.

Manager of Accounting Services

Nov 1991 – Aug 1992

Prairie View A&M University, Prairie View, TX

Served as PVAMU trainer and security officer for FAMIS. Supervised the General Accounting and Data Entry Sections of the Division of Finance & Administration.

Interim Director of Accounting Services

March 1991 – Nov 1991

Prairie View A&M University, Prairie View, TX

Led the implementation of the Financial Accounting and Management Information System (FAMIS). Served as PVAMU trainer and security officer for FAMIS. Supervised the General Accounting and Data Entry Sections of the Division of Finance & Administration.

Supervisory Staff Accountant

June 1990 – March 1991

Prairie View A&M University, Prairie View, TX

Supervised the General Accounting and Data Entry functions of the Division of Finance & Administration. Responsibilities included Journal Entries, reviews and analyses of FRS reports, preparation of required financial reports, responding to departmental inquiries, and reconciliation of Unexpended Plant Fund Accounts and Endowment Funds. Assisted with preparation of Annual Financial Report

Senior Staff Accountant

July 1989 – June 1990

Prairie View A&M University, Prairie View, TX

Responsibilities included Journal Entries, reviews and analyses of FRS reports, preparation of required financial reports, responding to departmental inquiries, and reconciliation of Unexpended Plant Fund Accounts and Endowment Funds. Assisted with preparation of Annual Financial Report

Rod Mireles (Concluded)

Assistant State Auditor III

Jan. 1989 - July 1989

State Auditor's Office, Austin, TX

Planned and performed audits on TAMUS Parts (TEES and TEES). This involved reviewing internal controls, performing substantive tests, reviewing the annual financial report, and testing for state compliance. Planned and performed the bond related audit at Stephen F. Austin State University in conjunction with the Statewide Audit Plan. Performed Federal audits at Texas A&M University and Prairie View A&M University.

Assistant State Auditor II

April 1998 -Dec 1988

State Auditor's Office, Austin, TX

Assignments and responsibilities included performing bond work for the Texas A&M University System Administrative and General Offices and the Student Financial Aid Audit at Texas A&M University; also, performed internal control testing and bond related work at Stephen F. Austin State University and a limited review at Texas Southern University.

Assistant State Auditor I

June 1986 - March 1988

State Auditor's Office, Austin, TX

As a staff auditor in the College Station field office, reviewed and tested internal control areas and performed substantive and bond work for the various components of the Texas A&M University System.

Audits performed outside the Texas A&M University System include the University of Texas at Tyler, and junior college enrollment audits at Alvin Community College, Blinn College and Hill Junior College.