

JAMES XENOS

PROFESSIONAL CONSULTANT



INDUSTRY EXPERIENCE

- Real Estate
- Health & Wellness (Multi Unit/Franchise)
- Hospitality & Social Networking
- Technology & E-Commerce
- Fashion

FUNCTIONAL EXPERIENCE

- Finance & Accounting Leadership
- ERP & System Implementations
- Budgeting & Forecasting
- Financial Reporting
- Month End Close
- Purchase Accounting
- Audit & GAAP Compliance
- Technical Accounting Research
- Process Automation
- Implementation of Internal Controls
- Strategic Planning
- Excel Modeling
- Team Growth & Management
- Cost Reduction & Efficiency

SYSTEMS EXPERIENCE

- NetSuite
- QuickBooks
- Sage
- Yardi
- Power BI
- Excel / Microsoft Office
- Visual Lease
- BlueCherry
- Ramp
- Concur
- Bill.com
- ADP
- Toast
- MindBody Online
- Square
- Salesforce
- Dominion Payroll
- Gusto
- Justworks

EDUCATION & CERTIFICATIONS

Master of Accounting, *University of North Carolina Chapel Hill*

Bachelor of Arts in Economics, *Fordham University*

EXECUTIVE SUMMARY

Seasoned finance & accounting leader with over 13+ years experience. Proven track record of reporting and presenting to leadership and Board of Directors, transforming financial operations and processes, leading software implementations, reducing costs, and supporting strategic growth initiatives. Able to build and scale departments through growth and change, implement internal controls, automate business processes, manage complex audits, acquisitions, and budgeting/forecasting models. Excels at bridging strategic planning with financial execution.

RELEVANT EXPERIENCE

- As Interim VP of Finance for a private equity backed marina/real estate company, oversaw core financial operations, including month-end close, AP/AR, payroll, treasury management, and internal/external reporting. Conducted site-level P&L reviews with General Managers and presented monthly results to executive leadership. Managed construction draw processes, budget tracking for development projects, and escrow accounts for immediate repairs, preparing related capital planning memos. Oversaw implementation of Yardi's Construction Manager module and collaborated on finance automation initiatives.
- Before Vaco, served as Director of Finance for OT Growth Partners, one of the largest Orangetheory franchise groups in the country with over 50 locations. Assumed CFO responsibilities, leading all accounting and financial operations including budgeting, forecasting, M&A activity, and managing cash flow. Presented monthly results to CEO and Board of Directors. Led cost saving initiatives (e.g., 21% labor cost reduction), developed incentive programs, and oversaw all facility operations.
- Prior to the CFO's departure, worked as Controller and was responsible for GAAP compliant audits, tax filings, and ASC 842 lease transition utilizing Visual Lease software. Reduced monthly close from 7+ days to 4 via automation with Power BI and eliminated the need for two roles on the team through workflow improvements. Developed financial reporting packages and Management Discussion and Analysis papers for the Board and leadership. Assisted CFO with preparation of annual budget and suggested implementation of Ramp, which replaced previous credit card expense software, cut monthly Gen-OpEx, and automated Accounts Payable.
- Originally joined as Accounting Manager, tasked with building in-house accounting team from scratch while transitioning from outsourced accounting. Implemented NetSuite ERP with the help of a third-party vendor and centralized all financial data. Created internal controls and month end processes. Managed acquisition integration and purchase accounting. Developed cash flow trackers and forecasting models during COVID disruptions.
- As Accounting & Operations Manager for start-up, Union Member House, created all financial and operational infrastructure. Secured funding via investor modeling. Oversaw physical buildout of space, tracked CapEx spend, managed POS systems, and led operations team. Delivered weekly KPI reports and scenario modeling for CEO decision-making.
- At Bond Gifting, played a key role in financial clean up and account reconciliation during acquisition by Newell Brands. Managed daily financial entries, reconciliations, and vendor payments. Eventually managed financial modeling and internal reporting as well. Reduced COGS by 42% through production relocation. Led cost modeling for sales team and ROI analysis for automation investments. Built financial dashboards and advised CPO during budget cuts, achieving 17% overhead reduction.

PROFESSIONAL CHRONOLOGY

April 2025 – Present	Professional Consultant Vaco
April 2023 – April 2025 January 2022 – April 2023 February 2020 – January 2022	Director of Finance Controller Accounting Manager OT Growth Partners
September 2018 – January 2020	Accounting & Operations Manager Union Member House
October 2017 – April 2019 February 2016 – October 2017	Senior Accountant Staff Accountant Bond Gifting
August 2012 – February 2016	Jr. Accountant & Operations Coordinator Prabal Gurung