

## ERIC M. BEARD

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### Professional Summary

A seasoned professional with extensive experience in **staffing, human resources, and accounting**, leveraging a unique combination of **entrepreneurial leadership** and **financial management** expertise. Proven track record of successfully leading teams, driving business growth, and optimizing operational efficiency. Seeking a challenging role to contribute leadership and analytical skills in a dynamic environment.

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### Core Competencies

- Leadership & Team Management
  - Business Operations & Entrepreneurship
  - Human Resources & Staffing Solutions
  - Financial Management & Reporting
  - Payroll & Accounting Systems (QuickBooks, AS400 SkilMatch)
  - Client Relationship Management
  - Process Improvement & Automation
  - Customer Service Excellence
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### Professional Experience

#### Owner & Operator | Beard Homestead (DBA Soul Sisters from Scratch)

*Bandera, TX | Nov 2018 – Present*

- Founded and operate a family-owned business providing natural, organic food products and **alternative health solutions**.
  - Lead marketing, accounting, and **customer service operations** across multiple farmer's markets and hospitality ventures.
  - Provide **business coaching** for individuals interested in entrepreneurship and **wellness consulting** using doTERRA essential oils.
  - Manage two **AirBNB properties**, delivering excellent **hospitality services** to guests.
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#### Franchise Owner | Express Employment Professionals

*Roseville, CA | Aug 2004 – Nov 2018*

- Owned and operated a leading **staffing franchise**, providing comprehensive **HR services** across administrative, light industrial, accounting, and technical sectors.
  - Directed all aspects of business operations including **talent acquisition**, client relationship management, and HR consulting.
  - Led staffing for **on-site client locations**, overseeing the complete recruitment cycle and workforce management for key accounts.
  - Successfully placed hundreds of job seekers through **temporary, evaluation-to-hire, and direct hire** placements.
  - Recognized for **exceptional leadership** and business growth within the company.
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#### Accounting Manager | Kimco Staffing Services

*Jan 2000 – Jul 2002*

- Directed month-end close procedures, **financial statement preparation**, and general ledger management.
- Supervised a team of 8 staff, including **payroll specialists, AP specialists, and financial analysts**, processing over 3,000 payroll checks and 1,800 invoices weekly.

- Spearheaded **process improvements**, enhancing operational efficiency and automating key tasks using advanced Excel functions.
  - Received the **Accounting Employee of the Year (2000)** and **Innovation Award (2001)** for outstanding performance and contributions.
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### **Assistant Payroll Manager | Roth Staffing Companies Inc.**

*Apr 1998 – Jan 2000*

- Managed the weekly payroll cycle for over 5,000 employees across 60 branch locations in 7 states.
  - Trained and supervised a team of 6 payroll support staff, troubleshooting payroll issues, and providing **customer service** to internal stakeholders.
  - Developed and implemented department processes, resulting in improved accuracy and efficiency in payroll and billing operations.
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### **Payroll Supervisor | Gary D. Nelson Associates Inc.**

*Aug 1997 – Apr 1998*

- Processed weekly payroll for over 3,800 employees across 23 office locations, ensuring timely and accurate payments.
  - Managed **accounts receivable** and coordinated with department managers to generate payroll reports and address billing discrepancies.
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### **Education**

#### **Bachelor of Science in Business Administration (Accounting)**

*California State University, Chico*

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### **Technical Skills**

- Payroll & Accounting Systems: AS400 SkilMatch, Maestro-Forte
- Financial Analysis & Reporting: Excel (Advanced Functions), Lotus Notes
- HR Systems: Payroll Policies & Compliance, Employee Relations
- Marketing & Client Engagement: Customer Service, Recruitment, and Business Coaching