

Matthias I. Chijioke, EA, DBA

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EDUCATION

Doctor of Business Administration (Information Systems Management) **2016**
Minneapolis, MN

Master of Business Administration – Finance **1989**
Morgan State University,
Baltimore, Maryland

Bachelor of Science – Accounting **1986**
University of Maryland
Maryland

LICENCES/CERTIFICATION

Internal Revenue Services (IRS) – Enrolled Agent (EA)	August 2019
Certificate of Project Management	June 2013
Certificate of Project Management Foundation	April 2013
Certified QuickBooks Pro-Advisor	July 2016

WORK EXPERIENCE

Consultant **July 2005-Present**
Macro Resource, Inc., Baltimore MD
Analyze problems, discover insights, deliver recommendations, and make changes happen for clients

State Internal Auditor **2003 – 2005**

State of Maryland Office of Inspector General, Division of Internal Audits
Department of Health and Mental Hygiene, Baltimore MD

- Coordinated departmental legislative audit exceptions
- Audited federal and state grants
- Conducted performance audits – “Cigarette Restitutions”
- Monitored legislative audit follow-ups
- Conducted performance audit on federal and state grants
- Reviewed memorandum of understanding - federal grant awards
- Conducted agency health cost reviews

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State Internal Auditor

2000 – 2003

State of Maryland Office of Inspector General, Division of Internal Audits
Department of Health and Mental Hygiene, Baltimore MD

- Conducted financial audits
- Fraud investigations
- Performed inventory management analysis
- Maintained custody of assets
- Internal control analysis
- Monitored Medicare & Medicaid cost reimbursement for state agency
- Conducted federal general health grant reconciliations

Internal Auditor Trainee,

1994 – 2000

State of Maryland Office of Inspector General, Division of Internal Audits
Department of Health and Mental Hygiene, Baltimore MD

- Monitored agency health costs management analysis
- Reviewed internal control standards
- Conducted Fraud Investigations
- Monitored health care contracts
- Completed agency full internal audits and written recommendation to senior management

Case Manager Department of Human Recourses Baltimore, MD

1990-1994

State of Maryland Department of Health and Mental Hygiene, Baltimore MD

- Processed federal and state public assistantship benefits
- Reconciled various accounts
- Advocated for independent projects recipients
- Managed multiple case loads

General Ledger Accountant

1987-1989

B. Green and Company Baltimore, MD

- Maintained general ledger accounts
- Completed debt amortization schedule
- Reconciled accounts receivables
- Maintained custody of corporate assets

RESEARCH EXPERIENCES/PUBLICATIONS

- | | |
|---|-------------|
| “Strategies To Sustain Small Business Enterprise (SMEs)” Research Article | 2017 |
| <i>International Journal of Research in Management & Business Studies (IJRMBS 2017)</i> | |
| “Dynamics of Corporate America and Innovations” – Book Publication | 2016 |

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HONORS/AWARD

Baltimore, MD Presidential Leadership Award ACH - Nonprofit Organization	2018
Umuahia Family Association, Leadership Award	1996
Morgan State Graduate – Graduate Scholastic Award	1988
Institute of Internal Auditor Outstanding auditor	1987
Student Development Center, University of MDES	1984

COMMUNITY & VOLUNTEERED SERVICES

- **SCORE Mentor for Small Business Administration (SBA)** **2017**
Greater Baltimore Area.
- **President** **2018-2019**
Non-Profit Organization ACF (Baltimore Chapter) Inc.
Baltimore, Maryland
- **Vice President** **2016-2017**
Non-Profit Organization ACF (Baltimore Chapter) Inc.
Baltimore, Maryland
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- **Treasurer/Financial Secretary** **2007-2010**
Non-Profit Organization (East Region) Hyattsville,
Maryland

PROFESSIONAL SKILLS AND TRAINING

SPSS Window Software

- Microsoft Office: Advanced Excel, Advanced Word, and Power Point Presentation,
- People Soft
- Decision Support Systems (DSS)
- Financial Management Information Systems, and
- Blackboard

