

# Stephen Powell

## Experience

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Dec 2010 – Current

BayStar Hotel Group

Tampa, FL

### **Corporate Director – Accounting, Labor Productivity and Operating Systems**

- Acts as primary contact with M3 system administrators.
- Safeguards the assets, and assists with preparation of all financial reports in accordance with Generally Accepted Accounting Principles (GAAP).
- Serves as a financial advisor to Hotel Management and Ownership.
- Assists hotel property management in the interpretation of financial data and recommends courses of action to maximize profitability.
- Assists with preparation of the annual plan, projections and budgets throughout the year and advise hotel management and corporate officers.
- Daily Report – Development and distribution of consolidated IJ to daily list each day, ensuring data is current and no obvious errors are present.
- BVCW – Train hotels and manage data collection for the BVCW, ensuring report is distributed in a timely manner.
- Develop BVCW reporting so that it is more automated, reducing manual errors within the process.
- Forecast Review Report - Distribute forecast review reports to GM's and BHG Corp.
- Forecasting Accuracy Report - Create and maintain corporate and property forecasting accuracy reports for 30-60-90 days vs. actual and budget and distribute to appropriate parties.
- Participate in property level revenue and cost analysis
- Involvement in property evaluation for acquisition.
- Participate in annual budgeting process.
- Perform Quarterly and Annually Investor Reports

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Jul 2014 – Jan 2017

BayStar Hotel Group

St. Petersburg, FL

### **General Manager – Hotel Indigo – Downtown St. Petersburg, FL**

- Manage all day-to-day aspects of operations for a full-service boutique hotel with 76 rooms and 2,000 square feet of meeting room space, helping the property growth 11% occupancy and 24% room revenue with 79% flow through to Gross Operating Profit my first year
  - Daily monitoring of IHG Heartbeat Surveys allowed us to be awarded the highest 3<sup>rd</sup> quarter growth among all continental properties my first four months
  - Monitored all STR reports tracking fair share within the comp set to review with ownership on weekly revenue calls
  - Daily communication with Assistant General Manager, Executive Housekeeper, F&B Manager, and Chief Engineer to ensure all scheduling is managed efficiently to hit budgetary and guest service goals
  - Worked closely with Heritage Bar & Bistro Manager to grow F&B revenue 23%, of which 10% came from Banquets and Catering, my first year
  - Prepared hotel for Quality Assurance inspections from IHG
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## Stephen Powell

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Oct 2009 – Dec 2010

Hilton Ocala

Ocala, FL

### **Guest Service Associate**

- Served as ADR champion
  - Implemented a sellout efficiency bonus for all front desk staff
  - Completed a full internship in all departments at the property to complete by bachelors degree
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Aug 2007 – Oct 2009

Cabot Lodge

Gainesville, FL

### **Front Desk Manager**

- Managed and coached a staff of 6 team members
- Reported directly to General Manager, and served as nightly MOD
- Reservations, guest services, cash control, and tax exempt

### **Education**

Class of 2010

Saint Leo University

**B.A, International Hospitality and Tourism Management**