

Denise Barnes

City Council of Anaheim District 1

12/2016-12/2020

My duties were to oversee over 52,000 people in the District for safety, health, housing, utilities and other city tasks that required my presence. Very time consuming job, but very gratifying knowing there was a solution in my reach even with homelessness in my own District. Loved being a part of the community events and non-profit events that support the community. I voted for many housing opportunities that took place in the city along with good paying jobs. Worked with Housing and redevelopment for affordable solutions.

Sun Properties-Partner with Scott Barnes

09/2009-present

All duties are done by my husband and myself. Office duties and maintenance of homes is all accomplished from the two of us. I also due the taxes and oversee all application background and banking.

Accounting part time position, A/R, A/P

11/15/2005-3/24/2006

Lawrence Bonas Company and ACI

As accounting clerk for this painting contractor company, my duties include calling for 60-90 day collections for both companies and entering A/P invoices.

Senior Accounting Clerk Specialist

12/88 - 9/2001

Linifinity Microelectronics Inc. Garden Grove, CA (Now Microsemi Inc.)

As accounting clerk specialist for this semiconductor manufacturer, my duties included: Training of clerical staff in accounts receivable and accounts payable; prepared and entered all payment postings; coordinated with the sales dept. and management for collection issues; provided manager with cash forecasting details; provided month end reports, accruals and assist with year-end audits and annual inventory projects. Assisted accounts payable with check runs and coding of bills and month end reports.

Supervisor of Accounts Receivable

05/88 - 12/88

AST Research - Irvine, CA

As supervisor of the A/R dept. for this manufacturer of personal computers and boards, my duties included: Training and supervising a 6 person staff
Coordinating invoicing and posting of wires and payments, credit memos and debit memos as needed,
And 2 analysis desks and reporting to the manager for closing reports.

Supervisor of Accounts Receivable

06/85 - 5/88

Cherokee International Inc. - Tustin, CA

As supervisor of the A/R dept. for this manufacturer of power supplies, my duties included: Training and supervision of a 3 person staff; coordinating of all invoicing and cash application, credit & debit memos, commission calculations, return material research, collection and credit managing of new accounts and report to the Controller all closing reports.
Participated in conversion from manual to automated A/R shipping system (HP 3000 with Peachtree software) and provided training to all new staff.

Lease Documentation Clerk

04/84 - 2/85

Leaseby System Corp. - Newport Beach, CA

Performed credit verification and lease documentation duties for this start up auto and equipment leasing company. Duties included verifying credit for customer through (TRW, D&B reports) then processed and packaged lease documentation for bank's approval.

Education-Cerritos Jr. College - Math, Fashion

Interests include Boy Scouts, City Development, Fundraising, Travel, and Care for the Elderly. Member of ALTRUSA for 2 years, and sat on the West Anaheim Neighborhood Development Committee.