

**Deb Terao**  
**Financial & Administrative Officer (FAO)**  
Policy interpretation/implementation  
Problem Resolution  
Liaison for HR issues (annual evals, Limited appts, performance issues, etc.)  
Coordinates Facilities Projects  
Financial Analyst for Botanic Gardens  
Final Approver/Pre-Approver for UCR applications

**RC Sutton**  
**Financial Operations Manager (FOM)**  
Supervises Contracts & Grants functions  
Financial Analyst for EPS & ENSC and PI funds  
Reconciles payroll transactions  
Ad hoc financial reports

**Amber Rhemrev**  
**Financial Services Supervisor**  
Supervises Purchasing & Cashiering functions (compliance/backup)  
Transfers Procard purchases to appropriate fund  
Coordinates conference services  
Fin Analyst 2 tasks on interim basis

**Timm Hannem**  
**Research Administrator 2**  
Financial Analyst for PI funds, including pre- and post-award Grad Student Fellowship Proposals  
Request Payroll Appts  
Annual Payroll  
Certifications

**John Russ**  
**Research Administrator 1**  
Financial Analyst for PI funds, including pre- and post-award Grad Student Fellowship Proposals  
Request Payroll Appts  
Annual Payroll  
Certifications

**Abraham Juliot**  
**Receiving/Tech/Web Assistant 3**  
Receiving & Mail Distribution  
Shipments & FedEx Orders  
Keys & Room Reservations  
Updates to Facilities Mgt System (FMS)  
Web Master

**Carlos Moran**  
**Purchasing & Travel Assistant 3**  
Environ. Sciences & Botanic Gardens  
Processes Travel, Non-Travel & Entertainment Reimbursements & Purchasing requests  
Process Web Recharges; Facilities, Fleet, P&R and Communication Requests

**Angie Wilson**  
**Purchasing & Travel Assistant 3**  
Earth & Planetary Sciences  
Processes Travel, Non-Travel & Entertainment Reimbursements & Purchasing requests  
Process Web Recharges; Facilities, Fleet, P&R and Communication Requests  
Coordinates EPS Dept Events  
Provides EPS Chair Support

**Candice Maes**  
**Financial Services Analyst 2**  
Head Cashier for Botanic Gardens  
Equipment Inventory Sales & Services  
Budget Development & Billing  
Ledger Reconciliation  
Coordinates Faculty Recruitment