

Richard A. Chapman, Jr.
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Objective: To use the skill set I have developed with over twenty-eight years of Oil & Gas Accounting to help an organization in the best way possible.

Capabilities:

- Ability to establish goals, monitor goals, and achieve goals.
- With over twenty-eight years of oil and gas accounting experience, have a very broad background.

Job Experience:

October 2, 2016 – February 1, 2019; **Wilco Properties Inc;** Dallas, Texas

Position: **Controller**

Non-Operated Oil & Gas Company

- Prepared weekly cash report, monthly and annual financial statements, and monthly production reports for all entities.
- Supervised three employees.
- Used OGSYS Oil & Gas Accounting System.
- Improved automation and efficiency of Accounting processes using Oildex and Energy Link.
- Reviewed all Entries into G/L from all modules for all entities.
- Worked with Auditors for Financial Statement Reviews and Audits.
- Prepared and filed federal and state tax returns for some entities.
- Prepared semi-monthly payroll and handled all associated reporting duties to governing bodies.

April 12, 2016 – September 15, 2016; **Eddy Dreyer Financial Services;** Dallas, Texas

Position: **Oil & Gas Accountant**

Company that provides various oil and gas accounting services to various clients.

- Prepared Journal Entries & Bank Reconciliations.
- Reviewed Keying of Entries & Trial Balance Prior to Issuing Financial Statements.
- Processed Revenue Checks & A/P Checks.
- Used Wolfpack Oil & Gas Accounting System.

January 24, 2000 – October 2, 2015: **Wagner Oil Company;** Fort Worth, Texas

Position: **Oil & Gas Accountant**

Oil and Gas Company for which I performed accounting duties for Wagner Oil Company and seventeen limited partnerships..

- Prepared quarterly and year-end tax basis DD&A schedules for seventeen limited partnerships.
- Performed accounting duties related to oil and gas properties and fixed assets.
- Used the Artesia Computer System.
- Worked with auditors for year-end audit.
- Performed monthly Well Cost Status Report and participated in Well-By-Well Review meetings.

October 11, 1999 – January 21, 2000: **Crow Holdings;** Dallas, Texas

Position: **Senior Accountant**

Real Estate Company for which I performed accounting duties that related to assets owned by the individual Crow family members.

- Prepared Estimated Valuation Reports to report assets at fair market value at year-end.
- Prepared all general ledger transactions on partnerships that I was responsible for.

August 7, 1996 – October 5, 1999: **Lyco Energy Corp.;** Dallas, Texas

Position: **Project Accountant**

Oil and Gas Company for which I performed various accounting duties.

- Prepared quarterly and year-end financial statements for five limited partnerships.
- Performed periodic equipment inventory on wellsites.
- Worked with auditors for year-end audit.
- Used the Artesia Computer System.

**Job Experience
(Continued):**

January 24, 1994 - August 2, 1996: **Verado Energy, Inc.;** Dallas, Texas

Position: **Pipeline & JIB Accountant**

Oil and Gas Company for which I performed accounting duties in the areas of Pipelines and Joint Interest Billing.

- Used the Enertech Computer System.
- Prepared financial statements for two pipeline partnerships.
- Prepared weekly AFE Reports and monthly G&A Reports and Sales Tax Returns.
- Prepared PBC schedules for year-end audit of financial statements.
- Prepared information to determine yearly property taxes on leases.
- Resolved problems and questions from working interest owners.
- Prepared information for and responded to Joint Interest Audits.

October 15, 1990 - January 19, 1994: **Edisto Resources Corp.;** Dallas, Texas

Position: **JIB Staff Accountant**

Oil and Gas Company for which I performed accounting duties in the areas of Joint Interest Billing.

- Used the Artesia Computer System.
- Did monthly analysis of Overhead, Prepayments, AFE's, DD&A, and A/R.
- Cross-trained with the General Accounting and Revenue Accounting Departments.
- Prepared PBC schedules for year-end audit of financial statements.
- Resolved problems and questions from working interest owners.

March 26, 1990 - September 30, 1990: **Wynne Jackson Advisors;** Dallas, Texas

Position: **Plaza of the Americas Accountant**

Commercial real estate company for which I performed accounting duties that related to the Plaza of the Americas.

- Did tenant A/R adjustments whenever necessary.
- Prepared monthly bank reconciliations.
- Reconciled certain G/L accounts each month.
- Prepared quarterly financial statements for the Dallas Skyway Partnership

July 30, 1989 - March 23, 1990: **First National Indemnity Co.;** Dallas, Texas

Position: **A/R Accountant**

Insurance company for which I performed accounting duties.

- Reviewed premium finance agreements sent to premium finance companies.
- Prepared and sent Policy Billing Statements to insurers.
- Performed duties involving cancellation of policies for accounting or underwriting reasons.
- Resolved questions from agents and insurers.

Education:

Fully Accredited Petroleum Accountant

June 24, 2011 to Present

CPA

October 13, 1993 to Present

Texas A&M University, College Station, Texas

B.B.A. Accounting, December 16, 1988

**Professional
Organizations:**

American Institute of CPA's

Texas Society of CPA's

Council of Petroleum Accountants Society

References:

Available upon request.