

Mary Ellis ^[1]

Finance & Procurement Business Services - Senior Consultant, Finance & Procurement Help Desk

Mary assists in the use of multiple finance and procurement systems, e.g., PeopleSoft Finance System, Concur Travel & Expense System, CU Marketplace System and Cognos Reporting System. She further serves as a resource in interpreting finance and procurement policies and procedures and in the use of finance and procurement related forms.

Questions Mary Can Answer

- How do I create the Itinerary when doing a Travel Reconciliation Report
- Where do I look for payment information in CU Marketplace
- Which Cognos mFin Report do I run to find out my available balance

Facts

- Mary joined CU in 1999 to work on a Purchase Order project in the newly created Procurement Service Center
- She is one of the founders of the Help Desk

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Links

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